

TOWN OF WACHAPREAGUE TOWN COUNCIL MEETING JANUARY 9, 2018

COUNCIL PRESENT: Fred Janci, Mayor; Robert Hodgson, Vice Mayor; Robert Williams;
Sandie Puchalski; Robert Bilicki; Carlee Vincent; Cathy Janci

COUNCIL ABSENT: None

TOWN CLERK: Missy Wessells

TOWN COUNCIL MEETING

- I. **Call to Order** –Mayor Fred Janci called to Order the Town Council Meeting at 7:00 p.m. on January 9, 2018, 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 floor for Public Comments.
 - Ed Posavec, owner of the Wachapreague Marina spoke to the Town Council concerning the issues he is still working on concerning the property. He explained that Accomack County has given conflicting reports concerning the zoning of his property. Mr. Posavec presented the Town Council with pictures and the layout of the property. The buildings on the property are listed as simply building by the county (i.e. not previously a restaurant, rental or tackle shop). Mr. Posavec would like to do the following things to the building closest to Atlantic Avenue: raise the building above the flood zone, use the first floor as a bait and tackle shop and build a rental apartment on the second floor. In order to request a permit to begin working on the building, the Town of Wachapreague must approve the building to be used as such. He is also asking the Town Council for permission to connect to a pump and haul septic temporarily until the permanent septic can be built. He is planning to only use this for approximately 1 year. He is willing to do whatever is requested to prove compliance. Mr. Posavec also let the Town Council know that the meeting with the DEQ went well and the fuel tanks will be filled in and lines will be removed.

ZR Lewis stated that the buildings have been zoned as a restaurant and bait and tackle shop. VM Hodgson stated a permit request needs to be submitted with a diagram of the plans, including setbacks to the Zoning Administrator.

Mr. Posavec asked if it will be possible to be granted these requests or will he be denied. He has asked if this will not be approved to please let him know. The Council agreed this is possible but needs to be followed in accordance with the ordinances.
 - Val Vincent spoke next concerning the incident of dogs that mauled “Molly” the cat’s death. She says something needs to be done with dogs running wild. She states she has had a black dog with red collar wondering around her yard recently. S. Puchalski stated it is a leash law in effect but there is nobody to enforce it in town so everyone is instructed to contact ACSO Animal Control. The dogs that attacked “Molly “are known and they are following up with the owner. C. Janci stated the dogs are known biters and take pictures because they can be used as evidence when dogs are running loose.

Dave Bright commented that he spoke with ACSO Animal Control and they are investigating the incident. He also stated the dogs are still running loose after the incident. He is concerned the dogs are running loose and nothing being done about the matter. The Town Council assured Mr. Bright that the issue is being taking care of.

- ZR Lewis told the Council that R. Puchalski scraped his drive during the storm. Mr. Lewis offered to pay but R. Puchalski said to make a donation to the town. Mr. Lewis presented the town a donation.

IV. Council Meeting – Mayor Janci asked if everyone has reviewed the Town Council Minutes from December 12, 2017. R. Bilicki requested a work change on the first page from cleanup to renovation. A motion was made by S. Puchalski to approve the minutes with the word change and R. Hodgson seconded the motion. A vote was taken, with all approving.

V. Review of Financial Report

VM Hodgson reported:

- **Town Of Wachapreague:** VM Hodgson reviewed the financials with the Town Council members. VM Hodgson stated everything was doing well. It looks like everything was on track from last year.
- VM Hodgson stated we have received a returned check for the properties owned by Lewin/Birdnest Investments. This is being followed by the Town’s attorney. VM Hodgson also explained the penalties and fees for late and delinquent taxes. Clerk Wessells informed the council that the statements will be sent out Wednesday morning.
- **Port Of Wachapreague:** VM Hodgson reviewed the financials with the Town Council members. VM Hodgson stated everything was doing well. It looks like everything was on track from last year.
- S. Puchalski reported things are slow this time of year but will be collecting money beginning February 2018.
- VM Hodgson asked if there were any other questions. S. Puchalski made a motion to accept the financials for the Marina and Town and C. Janci seconded the motion. A vote was taken with all approving.

VI. Unfinished Business

A. Marina & Dredging

- S. Puchalski reported due to the weather, some of the dock work could not be started. The plan is to start the dock next week. She spoke to Rory with Wardius Contracting. Rory states the roof on the shed at the Marina will be done this month.
- S. Puchalski stated there were no serious situations at the Marina. Everything was taken care of.
- S. Puchalski also stated the annual VPA renewal will be prepared and sent out the end of January 2018.

B. Town Maintenance/Garbage (Repairs)

- S. Puchalski stated she spoke with JD about the pistons on the garbage truck which needed replacing. The estimates have not been submitted to the town yet.
- S. Puchalski also talked to JD about the drainage system due to the snow thawing could have flooding issues.

C. Powell Memorial Town Park

- S. Puchalski reported nothing to report.
- Mayor Janci asked for JD and John to take down the Christmas decorations when snow melts.

D. Town Hall Beautification

- C. Janci stated she has nothing to report.

E. Streets and Drainage

- R. Williams asked for copies to be made of the maps of the town to easily identify problem areas within the town.
- C. Janci asked about the snow plow coming down Brooklyn Avenue to clear the roads from snow. He will call VDOT to request clearing the roads better.
- Mayor Janci suggested when looking for a replacement town truck to look for something with a plow for snow.

F. Safety and Security

- VM Hodgson stated a stop sign at the intersection of Custis St. and Atlantic Ave have been broke and a request was made to repair.

G. Tourism

- R. Bilicki stated the Town of Wachapreague has 2 signs. 1 in Painter and the other in Kellar along Lankford Hwy. He will be getting estimates for the Kellar sign to repair and prune trees. He has also checked with VDOT and 50% of the Kellar sign value can be spent on repairs.

H. Zoning Administrator's Report

- Mayor Janci reported everything has already been discussed.

I. Floodplain Administrator/CRS Coordinator/ A-NPDC

- VM Hodgson reported nothing to add concerning the Floodplain Administration at this time.

J. Planning Commission

- VM Hodgson reported he is waiting to hear back from the surveyor and attorney concerning the spoil site.
- He is also waiting to complete the account receivables collections before forwarding more work to the attorney.

K. Mosquito Control

- C. Vincent reported she has nothing currently to report.
- VM Hodgson asked about the material she was expecting but she has not received anything yet.

L. Seaside Park

- Mayor Janci thanked everyone for all the help with the Tree Lighting celebration. He thanked R. Bilicki for the hard work. R. Bilicki also thanked Clerk Wessells for her assistance in the event.
- V. Vincent asked about the trees along the sidewalk and the condition. She asked to have additional fertilizer and water in hopes it will revive the trees.
- R. Bilicki asked if another meeting has been scheduled with the WVFC concerning the maintenance of the grass. VM Hodgson stated due to weather, the meeting for January 4th was cancelled. Nothing has been set yet.
- VM Hodgson also discussed new residents have inquired about do work in the gardens. We have not talked with them due to the holidays.

VII. New Business

- VM requested a Working Meeting be advertised to discuss capital projects the town may be considering and a timeline for these things. The agreed date will be January 29, 2018 at 7:00pm. Town of Wachapreague Capital Project Workshop will be placed in the Eastern Shore Post for advertising.
- Mayor Janci stated he will be contacting the surveyor to record the spoil site property in Accomack County.
- VM Hodgson suggested to pay the town employees for Christmas and New Year due to these days are regular work days. After a discussion, a motion was made by S. Puchalski and seconded by C. Janci. A vote was taken and all approved.

Adjournment

Motion was made by S. Puchalski and seconded by C. Vincent to adjourn. All approved.

MAYOR

TOWN CLERK

mw

01/09/18

**TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
JANUARY 29, 2018**

COUNCIL PRESENT: Fred Janci, Mayor; Robert Hodgson, Vice Mayor; Robert Williams;
Sandie Puchalski; Robert Bilicki; Cathy Janci

COUNCIL ABSENT: Carlee Vincent

TOWN CLERK: Missy Wessells

CAPITAL PROJECTS TOWN COUNCIL WORKSHOP

I. Call to Order

Mayor Fred Janci called the Town Council Workshop to order at 7:00 p.m., Monday, January 29, 2018 in the Wachapreague Town Hall.

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

III. Discussion of Capital Projects- Mayor Janci announced the purpose of the meeting was to discuss Capital Projects to be budgeted. Mayor Janci then turned the meeting over to VM Hodgson. VM Hodgson began the meeting with a discussion of the current Reserve Accounts. The list of accounts were prepare by Clerk Wessells.

A. Town Reserves:

1. **The Audit Escrow Reserve** was the first to be discussed. VM Hodgson stated the audit is scheduled to take place this spring. Current balance is \$3,575.

The council choose to continue adding to this reserve to budget for the audits.

2. **County Drainage Assistance Reserve** currently balance is \$10,177 and \$5,000 has been added yearly.

The County Drainage Assistance Reserve was discussed by R. Williams. He explained the main drainage line that runs from Finney St. to Atlantic Avenue out to the channel. This drain is in very bad condition and needs repair which will require a Civil Engineer. It was agreed by the council to add \$5000 to the reserve this coming year. Mayor Janci suggested Young in Pocomoke, Maryland as the civil engineer. R. Bilicki has a few people to contact also. Robert Bilicki asked if another project can be added along with this project. VM Hodgson stated the town currently has \$10,000 in the reserve. Once a civil engineer comes in to evaluate the situation, a priority will need to be decided on projects.

R. Bilicki stated he was asked, as a council person, by Chris Wardius and Blake Johnson to investigate into a STEP Program. This was before R. Williams came aboard. The idea was to evaluate the possibility of having commercial businesses on Atlantic Avenue to be able to pump the waste fluids to a location we own. Per R. Bilicki, VIMS was also interested suggested opening the pipe and inserting a second tube/line. The idea is that one line will carry storm water to the channel and the other will pump liquid waste out to the spoil site owned by the town to leach fields. The hope to cultivate new business on Atlantic Avenue. R. Bilicki stated after talking with the Town of Exmore, once the pipe/line is open, it will be simple to add the additions pipe. VM Hodgson asked if this will all be underground and was

answered yes. R. Bilicki stated the town currently owns 15 acres. A section of 5 acres are designated for spoils and all would be needed is an easement crossing over Powellton Avenue and Custis Street. A discussion was conducted.

VM Hodgson was concerned who would pay for this and who would maintain the project. R. Bilicki assured this would be the burden on the businesses. He suggested doing this in two phases. Because VIMS needed to go ahead for their expansion project, they would not object to connecting to this at a later time. VM Hodgson stated the town needs an estimate for this to be done. R. Williams was asked if this can be checked into and he responded yes. B. Munn asked who will pay for this study. VM Hodgson stated the burden will be on the business especially from Finney Street to the spoil site. Mayor Janci stated that the town citizens will not be interested in paying for this study. This topic will need to be brought up at the regular town council meeting.

(Note: Study to determine (a) total cost of proposed septic system; (b) interference with expansion of spoils site to additional 5 acres; (c) cost to maintain septic system.)

3. **Playground Equipment Reserve** currently has a balance of \$1,009. Council agreed to continue this reserve but not to add money for FY 2018-2019.

S. Puchalski stated she was busy doing things to Powell Park but will be looking over the playground equipment for repairs or replacements. She noted there is one toy that was broken and has been removed. This is something she wants to replace. C. Bilicki stated especially with the new children in town. All agreed.

4. **Spoil Site Reserve** currently has \$5,172. This is money paid in from past dredging. VM Hodgson stated another \$5,000 should be added in anticipation of the next dredging due 2020.

VM Hodgson stated during the fiscal year 2018-2019 a study needs to be done to determine if the spoil site needs expanding. It was agreed to continue with the additional money to be added this coming fiscal year. This project must be assigned to someone to follow through with the project.

5. **Tourism Reserve** currently has \$13,427. This amount will increase based on the 25% of Meals Tax collected. This account receives funds monthly.

VM Hodgson stated this will continue with the regular budget. All agreed.

6. **Vehicle Replacement Reserve** currently has \$10,000. VM Hodgson suggested putting another \$10,000 in this reserve.

VM Hodgson stated the council was trying to add \$10,000 per fiscal year. He noted the town currently has 3 old vehicles that have required many repairs. He stated a replacement vehicle will cost at least \$30,000 and the council should start looking at surplus sales.

A suggestion was made to look at attachments, such as a limb grinder or trailer. S. Puchalski stated several years ago a grinder was donated by the Puchalski and Councilman Sandy Russell thought it was a liability to the town. R. Williams stated a snow plow extension was discussed to be added to the pickup replacement. After doing research, the town should purchase a 350 truck. A 250 and 350 would be little price difference and the 350 would handle attachments better. C. Janci suggested a larger pickup could eliminate the need for a truck. R. Bilicki asked which vehicle needs replacing first. Mayor Janci stated he feels the garbage truck should be first due to the weekly use for the citizen's garbage collection. R. Bilicki asked where to start looking. VM Hodgson and Mayor Janci stated this purchase is still a year or two off. Mayor Janci stated the site was "government liquidations". The council agreed to continue with the reserve.

7. **Seaside Park Reserve** currently has \$4,026. VM Hodgson explained \$3,000 was placed in the reserve Fiscal Year 2017-2018. He would like to add another \$3,000 this Fiscal Year. The plan is to level the property to help eliminate flooding. VM Hodgson also suggested to get up with the WVFC concerning the french drain locations. The plan is to prevent ponding but not to cover the drains.

VM Hodgson suggested to continue adding to the reserve. The goal is to regrade the park to improve drainage and prevent flooding. C. Janci stated to restore water supply to the park. Currently water must be carried from Town Hall to irrigate the plants and trees. R. Bilicki suggested to establish electricity to the gazebo. R. Bilicki spoke concerning the park retaining water. During his father's tenure as mayor, D. Bilicki asked Jimmy Bundick of Bundick Well & Pump to core drill the area where the swimming pool was located. D. Bilicki's thoughts were the pool was filled with dirt and stones and the water was collecting. By core drilling, the pool bottom will have holes to allow the water to absorb in the ground. VM Hodgson stated that a couple council members need to have a meeting with the WVFC to discuss all issues concerning Seaside Park. This will include how to drain park, ponding in front WVFC building and coring. The previous meeting in January 2018 was cancelled due to the snow storm. Currently, the town has used D. Bilicki's water for irrigation. The council members agreed.

8. **Maintenance Crew Request** for the next fiscal year budget. Mayor Janci stated the town should go with a zero turn mower and use one old mower as a backup. VM Hodgson stated where to store. S. Puchalski stated the new owner of the marina has offered a shed to the town. She stated it was in decent shape. A discussion was conducted concerning the repairs approved for the old shed at the marina. S. Puchalski stated this needs to be done and asked if someone else can take care of the project. VM Hodgson asked if the contract can be withdrawn and S. Puchalski stated nothing was officially signed. The council agreed to evaluate the condition of the currently mowers, and get a price for a new zero turn.

A request for a water faucet outside town hall. C. Janci stated there was a faucet but it was capped off. The well will not supply enough water for the town hall and an outside faucet. S. Puchalski stated there was an estimate to re-establish the well at Seaside Park. Mayor Janci stated the estimate was about \$3,500. R. Bilicki stated the maintenance crew was using his father's house for water. S. Puchalski stated if the park is to be leveled, this would be the time to do this. VM Hodgson stated FY 2019-2020 will be the time to reestablish the well. Mayor Janci asked R. Bilicki if this would be acceptable until 2020 when the plan to have the well reestablished. R. Bilicki agreed. Everyone agreed.

9. **Wachapreague Marina's Request for a Pump and Haul Permit.** VM Hodgson explained the location of the tank and the purpose for the request. Mr. Posavec, the new owner, did not know much about the condition of the current drains or tank. S. Puchalski has contacted the VDH concerning the legalities of a pump and haul system. S. Puchalski stated she spoke to Keith Privot with VDH. VDH will not issue a pump and haul permit. The town would need to issue such permit. S. Puchalski also explained that VDH has instructed Mr. Posavec he must have a restroom facility in order to house boats for dry storage. She explained to the council that another property has done the same type of business and has never been required to have a restroom facility. C. Janci noted that there are several businesses in town that do not have facilities for customers. Mr. Posavec is not ready to

operate a business in any of his buildings. There is lots of work that needs to be done. He is only needing a temporary solution until he is ready to open a building for business.

S. Puchalski stated per VDH, the town will need to develop and approve an ordinance stating approval for a pump and haul permit only for the business of dry boat storage.

J. Joeckel spoke next. He reflected to back in 2013, the prior owners of that property requested to do a pump and haul. Over a period of time, the owners got the town council to approve a temporary pump and haul and approve an easement for pipe to cross the corner of Seaside Park. This would make access to the septic behind the Wachapreague Inn. This was agreed on the condition they would start work immediately on a septic system. There was a two year grace period and extensions which ran over three years and still not completed. The owners came back to the council and asked for an ordinance to allow a pump and haul. J. Joeckel stated the previous council denied this because once you allow this, the town assumes liability for it. S. Puchalski commented that the owners had a full running marina with a tackle shop and restaurant. This person is only asking to house dry boat storage. VM Hodgson stated VDH needs to be contacted to check what the minimum standards are. He also stated a letter needs to be sent asking for plans and phases. Currently he has no plans and timeline for work to be done.

R. Williams stated Mr. Posavec came to the last council meeting and asked if this council was going to work with him. If not, please tell him now so he will not spend any more money or time on this property. He has plans to retire here and wants to build a business. The council assured him they will work with him. Mayor Janci stated the council needs a plan and layout of the project. Currently, we have nothing to go by. It was suggested by K. Bilicki to contact Bundick's or Bogg's to see what the septic consisted of. R. Bilicki agreed with R. Williams as to giving some leadership to the new owner as to what needs to be done. S. Puchalski stated he will not renew the contract with the Nature Conservancy and they need to be contacted to clean the property up.

In conclusion of this topic, VM Hodgson suggested and the council agreed that a letter be sent to Mr. Posavec stating to submit his plans to the Zoning Administrator. If the plans are not satisfactory, have the Planning Commission work with him to resolve any problems. The idea is to: 1. What he has; 2. What is needed; 3. What is planned; 4. What needs to be paid. Zoning Administrator will send a letter with this information. S. Puchalski stated without this marina, the boats are going to leave and this will create a problem for the town. Currently, he has stated he wants to develop an aquafarm for oyster seed, a tackle shop with an apartment above and dry storage.

10. **The Proposal Town Hall Lease Agreement** for the Town Hall Beautification and driveway rental. Proposal was submitted to lease the back half of the town hall property as a parking space for JDAR Holdings bed and breakfast business. The business is located immediately on the west side of the town hall lot. Per the proposal, JDAR Holdings has agreed to pay \$90 per month rental for the area plus numerous upgrades to the Town Hall building and property as discussed. The proposal illustrated changes to the Town Hall landscape and to move the maintenance shed to a new location, possible the Town Marina. The design also removes all debris inside the fence behind the hall, relocating the fuel tanks (either on the property or elsewhere) and adding landscaping to the property. There will also be a driveway made leading to the apartment with rental income for its use.

R. Bilicki asked if K. Bilicki could present the Power Point and field any questions, being she was the designer of the project. All agreed. K Bilicki stated she presented this at the December monthly meeting. There were questions asked and she provided the answers. The plans show the maintenance shed relocated to the marina. S. Puchalski stated it would

be on security camera and more secure. A shed has been donated and is in good shape. This design would allow parking for the business.

VM Hodgson asked if the old gas station has been asked to use their parking space. K. Bilicki stated she was not sure if this was an option. He stated the renters could just walk across the street. VM Hodgson stated other issues may present such as location of the fuel at the marina or other locations. K. Bilicki stated there will not be a decision made tonight, things will be checked into. C. Janci stated this should be looked into more to improve the Town Hall. Mayor Janci stated we need to look at the regulations for the marina. VM Hodgson is concerned with the location of the fuel and traffic. This will topic be revisited.

B. Marina Reserves

1. **Marina Dredging Fund Reserve** currently has \$5,000. VM Hodgson stated in 2020, the marina will be scheduled to be dredged again. He would like to put \$5,000 in the reserve to prepare for that expense.

2. **VPA Grant for FY 2017-2018** is to repair the electricity and T Dock at the marina. VM Hodgson stated the plan for the VPA Grant is to reface the T Dock. S. Puchalski stated the marina was awarded \$20,000 to repair the electric issues. Per the electricians, S. Puchalski stated the conduit is all that needs replacing. She has an estimate of \$4,900 and waiting for the second estimate. S. Puchalski stated she has priced the wood and hardware and would like the council to approve \$6,000 so she can order it. S. Puchalski reviewed the future plans for the marina as: FY 2018-2019-Break Boards on docks; FY 2019-2020- Repair Concrete Ramp; FY 2019-2020-Dredging. S. Puchalski explained to the council the procedure to repair the concrete ramp. Mayor Janci asked if the grant money is not all spent, can the money be used for another project. S. Puchalski stated if they are contacted, the VPA does allow carry over of funds. S. Puchalski stated the materials have already been approved this year. VM Hodgson made a motion to approve the projects of break boards and ramp for future VPA Grants. A vote was taken with all approving.

A motion was made to adjourn by C. Janci and seconded by S. Puchalski.

MAYOR

TOWN CLERK

mw

01/29/18

**ADDENDUM TO CAPITAL PROJECTS
TOWN COUNCIL WORKSHOP MINUTES
JANUARY 29, 2018**

A recap of the topics and decisions made during the Capital Projects Workshop. These items consist of three (3) categories: Current Status; Capital Projects; and Maintenance Projects.

Reserves To Continue As Noted:

1. Town Audit Escrow
2. County Drainage Assistance Reserve
3. Playground Equipment Reserve
4. Spoil Site Reserve
5. Tourism Reserve- Will continue as scheduled with monthly revenue.
5. Vehicle Replacement Reserve
6. Seaside Park Reserve
7. Marina Dredge Reserve
8. VPA Grant Reserve

Capital Projects to be revisited at a later date:

1. Zero Turn Mower; Council Agreed To Evaluate Mowers And Get Prices Of New Mowers.
2. New Shed To House Mower; A Shed Has Been Donated To Town And Will Check On Its Condition And Size.
3. Re-establish Water To Seaside Park.
4. Wachapreague Marina Project
5. Town Hall Beautification Lease Project And Relocation Of The Maintenance Facility.

Maintenance Projects to work on:

1. Repair Gate/Fences At Town Hall And Powell Park Used To Secure Town Vehicles.
2. Letter Slot In Door For Town Hall Door.
3. Kiosk In Front Of Town Hall.

****Henceforth these Minutes should be read in that context.****

**TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
FEBRUARY 13, 2018**

COUNCIL PRESENT: Fred Janci, Mayor; Robert Hodgson, Vice Mayor; Robert Williams;
Sandie Puchalski; Robert Bilicki; Carlee Vincent; Cathy Janci

COUNCIL ABSENT: None

TOWN CLERK: Missy Wessells

TOWN COUNCIL MEETING

- I. **Call to Order** –Mayor Fred Janci called to Order the Town Council Meeting at 7:00 p.m. on February 13, 2018, 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 floor for Public Comments.
 - A. Joeckel spoke first concerning the minutes not being posted quickly on the Town of Wachapreague website. Clerk Wessells stated it was an overlook on her part and will try to attend to it quicker. A. Joeckel stated this has been ongoing.
 - A. Joeckel then addressed the workshop that was conducted January 29, 2018 concerning Capital Projects. She stated that everyone in attendance should have received all paperwork that was handed out to the council, per Virginia state ordinance. Clerk Wessells asked Mayor Janci for guidance in the matter. Mayor Janci stated to provide copies for all workshop attendees. The question arose concerning regular monthly meeting. A. Joeckel stated this covers any matters the public should be aware of. Mayor Janci requested a copy of the statute to be handed out for future reference. Mayor Janci asked if everything in the Board of Supervisors meeting packet must be copied for everyone attending the meeting. A. Joeckel’s response is yes for interested parties.
 - A. Joeckel’s last response was to make a note that the new marina is not zoned as residential. S. Puchalski stated this is not a plan for a personal home. He is planning it to be a rental property in the future.
 - K. Bilicki spoke up and discussed the issues presented at the Workshop meeting in regards to the Bilicki proposal of renovating the back side of the Town Hall. K. Bilicki stated there does not seem to be any issue with moving the fuel tanks over near the marina shed per the DEQ and VPA. Per S. Puchalski the fuel must be over 50’ from the well and the tanks must hold more than 660 gallons each. K. Bilicki stated this was the information requested and brought back to the council. She also asked if a decision will be made soon due to the Bilicki’s B&B will need to make arrangements for their renters by April. Mayor Janci stated this should be decided by this or next meeting.

- Clerk Wessells requested the approval of Tomeka Watkinson to begin updating the tourism and town websites. Tomeka has lots of experience in web design and would like to help out. Mayor Janci stated updating would be fine but not redesign. R. Williams stated she would update information and pictures to improve the sites.
- Ellen Grimes from Coastal Resources spoke on behalf of Front Row Properties owner Mike Trunzo. This is in regards to the property formally known as Parker’s Railway on Atlantic Avenue. Mayor Janci explained there have been several correspondences from Mr. Trunzo. The last letter stated the intentions were to redesign a railway with plans included. VM Hodgson stated a meeting needs to be scheduled with the Zoning Administrator and be granted a zoning permit prior to meeting with Accomack County. S. Puchalski stated due to the removal of the cable and railway structure, the owner may need to “jump through hoops” with VMRC to re-establish a railway. Mayor Janci explained to Ms. Grimes a letter has been drafted and will be sent explaining what information is needed, such as measurements and setbacks. Ms. Grimes wanted to clarify the property owners meaning of railway. Mr. Trunzo’s definition of railway is a boat dock not an actual working railway. The council agreed they are entirely two different items. Mayor Janci and Ms. Grimes will schedule a meeting later to discuss this further. Ms. Grimes wanted to add per the letter, the property owner would like to use the spoils site for the dredging materials and asked for the council’s blessing in this project.

IV. Council Meeting

A. Mayor Janci asked if everyone has reviewed the Town Council Minutes from January 9, 2018. A motion was made by C. Vincent to approve the minutes and C. Janci seconded the motion. A vote was taken, with all approving.

B. Mayor Janci asked if everyone has reviewed the Capital Projects Workshop Minutes from January 29, 2018. VM Hodgson stated he asked Clerk Wessells to add “notes” within the minutes. These items are unfinished business that needs to be brought up at a later time. VM Hodgson also stated an Addendum was added to outline items that were discussed which did not fall under Capital Projects but rather maintenance or small projects. A motion was made by S. Puchalski to approve the minutes and C. Vincent seconded the motion. A vote was taken, with all approving.

V. Review of Financial Report

VM Hodgson reported:

- **Town Of Wachapreague:** VM Hodgson reviewed the financials with the Town Council members. VM Hodgson stated everything was doing well.
- VM Hodgson reviewed the financials, for the town, with the council. Town is currently 58.3% through the fiscal year.
- VM Hodgson asked for the list of outstanding Account Receivable debts to be noted for public record. They are as follows:
 - Birdnest Investments and Irene Lewin – past due currently in collection with the lawyer (Real Estate).
 - Current Year Real Estate: Raydean Lipscomb; Gregory Repman; Juliana Riahi; Norman Taylor Sr.
 - Prior Year Vehicle Decal: Jennifer Boston

VM Hodgson stated these accounts will receive a bill with an additional \$30 administration fee.

- **Port Of Wachapreague:** VM Hodgson reviewed the financials with the Town Council members. VM Hodgson stated everything was doing well. It looks like everything was on track from last year.
- VM Hodgson wanted to note that VPA Expense will be reimbursed.
- S. Puchalski reported Marina things are slow this time of year but will be collecting money beginning February 2018.
- VM Hodgson asked if there were any other questions. S. Puchalski made a motion to accept the financials for the Marina and Town and C. Vincent seconded the motion. A vote was taken with all approving.

VI. Unfinished Business

A. Marina & Dredging

- S. Puchalski reported she has received 2 estimates for the electric work for the dock. US Electric is \$4,900 and Paul's Electric & Plumbing is \$4,750. Paul's will get the contract for the work. A roll call vote will be needed to approve with a motion made by S. Puchalski and R. Bilicki seconded the motion. The roll was called and all approved.
- S. Puchalski stated the wood was ordered and should be delivered tomorrow for the T dock. Work is scheduled to begin on Friday, weather permitting.
- S. Puchalski stated the Town Marina had a visit from the Virginia Department of Health concerning the Clear Water Act. She explained several years ago the regulations were passed that marinas whose occupancy rate and rentals reach a certain amount yearly, must have the well water tested monthly. S. Puchalski told the council she will know more once she has all the slip renewals in to see if the marina was over the limit. She believes the limit is over 25 boats in slips over 6 months per year must be tested.

B. Town Maintenance/Garbage (Repairs)

- S. Puchalski stated waiting on the garbage truck repairs on the pistons.
- S. Puchalski stated the pickup has been at Colona's for quite some time waiting for the ignition repair. She told the council she has spoken with JD and maybe next time repairs are needed to look for another garage. Mayor Janci suggested Rodney at Complete Exhaust next to the SPCA for repairs.
- S. Puchalski stated she will be preparing a work list for the maintenance crew. There are several things that need to be attended to.

C. Powell Memorial Town Park

- S. Puchalski reported a work crew from the USCC Station Wachapreague is planning to do some work mid-March. They will be fixing signs, cutting brush back etc.
- S. Puchalski also stated she was just informed that Accomack County Public Works will no longer be assisting with the park. The town will be responsible for all maintenance and supplies. She also stated anyone who wants to use the park, who does not own property in the town, will pay the town instead of the county for its use. The council needs to decide what the fees should be. S. Puchalski will call the county and have her name and number as contact for the park since the Town Office is only open part-time. VM Hodgson asked if we received a letter stating this and Mayor Janci stated he received a phone call from Steward Hall, Director of Public Works.
- Concerning Powell Park maintenance. S. Puchalski stated, after speaking with Justin Paul, having a zero turn mower will make the task much quicker. She suggested keeping one current mower as a spare.

- VM Hodgson asked if mowers need to be discussed tonight. Mayor Janci stated he will get prices and bring back to the next meeting. VM Hodgson also stated a storage solution needs to be addressed prior to purchase. All agreed. VM Hodgson then brought up the idea of using the current mowers at this time. He began naming off the properties that the maintenance crew will be cutting now, to include Seaside Park. Mayor Janci stated there was an agreement for the WVFC to cut it. S. Puchalski stated there is nothing in writing. Mayor Janci stated then should the town put a rope across the fire company parking area and change back to grass. The council disagreed with this suggestion. Mayor Janci stated this was a lousy way to do business. S. Puchalski stated the quote Paul's Lawn Service says it included mowing but for \$50 per service, it could not be including mowing. R. Bilicki stated it was \$1600 per season and broke down to \$30 per week. He stated that was cheaper than cutting your own yard. Justin was doing this as a favor to the town as being brought up and still lives in the town. Mayor Janci asked what exactly did the quote consist of. S. Puchalski stated it was to include: weeding beds, trimming and mowing). S. Puchalski stated she will talk with Justin and get a written quote. R. Bilicki stated at last month's meeting, both he and S. Puchalski agreed that was reasonable and it was tabled. Mayor Janci stated he and VM Hodgson are meeting with the Board of Directors at WVFC to discuss some issues. If they stick with the agreement, they will take care of the mowing. If not, the issue will need to be revisited. VM Hodgson again asked what is actually cut with the mowers. S. Puchalski began naming off the properties. R. Bilicki stated as far as time management, will the maintenance crew be able to do all the mowing with the mowers they have now. They work 3 days a week and 1 day is designated to garbage collection. Will they be able to do all mowing in 1 day per week with current set-up? R. Hodgson asked to save man hours and the condition of the trash truck, would it be better to have an outside company pick up the garbage. Mayor Janci stated this study has been done and it is more cost efficient to do things the way we are. It was suggested to bring the maintenance crew in on a 4th day per week. S. Puchalski suggested before that is discussed, a work log needs to be started. Mayor Janci stated he has spoken to Justin concerning mowing the smaller properties, not including the 2 parks. Justin Paul stated the properties noted (town sign, outlook, duck pond, marina parking lot and Town Hall) should only take 1 person with a zero turn mower half a day to do. The council agreed time management is an issue with the workers. It only takes 1 person to do most jobs. Mayor Janci stated moving the maintenance crew from behind the Town Hall to the Town Marina would be a great idea and easier to supervise. VM Hodgson asked if this happens, S. Puchalski would possible be moved to a supervisor and a paid position. This will need to be evaluated later. S. Puchalski stated she would be supervising as a council person.

D. Town Hall Beautification

- C. Janci stated she has nothing to report.
- Mayor Janci suggested to add the R. Bilicki property proposal at this point. Mayor Janci asked if there was any objections to moving a second shed to the marina. VM Hodgson stated yes. He stated the marina is not designed as a maintenance compound. He states he is not in favor of having fuel at the marina. The residents had an understanding that the area would be a parking lot not a maintenance center. He also objects to renting the property behind Town Hall for \$90 per month.
- VM Hodgson also stated if this property is leased, it will not be available for use by the town. He stated he would not object to adding a parking space next to the fence for parking. He stated he does not feel the Town should give up part of the Town Hall property for use by a private business. VM Hodgson stated he wanted everyone to understand his position of this matter. He then stated if this is approved, all expenses should be born to the persons addressing this project. There should be no expense to the Town and a lawyer should draw up a contract stating this. He stated he is only one member on the council and this is his opinion.

- Mayor Janci asked if he could get a copy of the by-laws of the Marina. Clerk Wessells stated the by-laws were dissolved and the council at the time of construction, decided to follow the by-laws set by the State of Virginia. Mayor Janci asked to see any agreements made during the construction of the marina. He stated apparently there were agreements made with Roy Wallace, Bonnie Hill and possible a few others. S. Puchalski stated Roy Wallace was the mayor at the time and Z.R. Lewis owned the house currently owned by Gene Gibson.
- S. Puchalski stated there was already a shed at the marina. She did not see a problem with another one. She felt the problem was moving the fuel there. Mayor Janci asked if the shed could be place there and not the fuel. S. Puchalski stated yes. She stated the fuel could remain behind the Town Hall and a reel added (such as Richie Puchalski has) to keep off the ground. With the shed moved, the tanks could be caged off from site.
- Mayor Janci asked R. Bilicki the requested lease length. R. Bilicki responded one year/season to start. Mayor Janci asked if terms of one year renewable would be acceptable. R. Bilicki responded yes. Most agreed a short term is best. S. Puchalski stated the donated shed is in good shape and only needs some paint. The old shed would be tore down and the council approved \$1,700 for repairs, which could be used for this. R. Bilicki stated his proposal accepted those expenses. A discussion of the proposal insured.
- Mayor Janci asked VM Hodgson how Roy Wallace would feel about just another shed without fuel at marina. VM Hodgson asked about vehicles. Multiple locations were discussed for the truck. VM Hodgson suggested talking with Mr. Wallace and the WVFC concerning this project. Also, he suggested speaking with the lawyer and insurance company about possible liability of damage. By getting all information, documents, leases and project outline together to reach an agreement of this project by all. VM Hodgson suggested to have all details worked out and bring it back to the Town Council for review. It was agreed that the public should have an input on this project. C. Janci stated there should be an insurance policy for this project and R. Bilicki stated it would be.

E. Streets and Drainage

- R. Williams stated he has contacted an engineering firm in Salisbury, Maryland named Davis, Bowen & Fridel to get a proposal to do a preliminary engineering design to replace the main drain line from Finney Road to the outflow area. The contact is Tim Matzner and he is assigning a municipal engineer to the project. R. Williams will be sending information and photos to him.
- R. Williams also discussed the CRS and Flood Insurance. He stated to received additional discounts on flood insurance, the town must have a maintenance program. A maintenance program must have the right equipment. There is about 4-5 miles of roadway in the town. He suggested purchasing a piece of equipment called a “Billy Goat”, which vacuums and mulches. R. Bilicki suggested possible leasing the equipment. He stated if you want the maintenance crew to do a good job, you must give them good equipment to work with. VM Hodgson asked how often this should be done. His reply was 2-3 times per year. VM Hodgson asked how long would this take per time and his reply was about a week each time. This machine would go through culvert boxes. C. Janci suggested by renting it several times, it could be paid for after several times.
- R. Williams also stated the Powell Park sign was damaged during the snow storm by VDOT pushing snow. He has priced at several places and submitted a claim to VDOT. It was asked if the sign should be fixed. S. Puchalski stated give VDOT 15th of March and if they don’t respond go ahead a get it fixed at the cheapest which is ADCO for \$180.
- R. Williams also announced he has submitted his application to run for Town Council. While there, he was asked why Wachapreague has its elections in May and not November. S. Puchalski stated she thinks it was because the town’s fiscal year starts on July 1st.
- R. Bilicki stated the intersection of Center and Main light needs to be changed.
- R. Williams stated VDOT is currently working on projects around town.

- Mayor Janci asked Steward Hall with Accomack County Public Works where the town stands with maintenance of the South Ditch. At this time, we are not sure when they will get to it.

F. Safety and Security

- R. Williams states nothing to report.

G. Tourism

- R. Bilicki asked if the town has gotten any quotes for the Kellar sign. Clerk Wessells stated it has not come to the office yet. R. Bilicki will follow up on it and nothing else.
- Mayor Janci asked if R. Bilicki could also check on a couple loads of mulch for Seaside Park.

H. Zoning Administrator's Report

- Mayor Janci reported everything has already been discussed.
- Clerk Wessells stated a copy of the email sent to Wachapreague Marina was in packet. She asked if another letter need to be sent.

I. Floodplain Administrator/CRS Coordinator/ A-NPDC

- VM Hodgson reported nothing to add concerning the Floodplain Administration at this time.

J. Planning Commission

- VM Hodgson stated nothing to report.

K. Mosquito Control

- C. Vincent stated she will be contacting Ehrlich.
- S. Puchalski stated she has a contact for C. Vincent to call. Michael Scott does a lot of work for others in town. Mayor Janci stated he has done work for private and did really great work.

L. Seaside Park

- Mayor Janci stated nothing to report.

VII. New Business

- Mayor Janci asked about Town Treasurer. VM Hodgson stated he was waiting for the lawyer to finish up with things before this was addressed with him. He stated the attorney is currently addressing accounts receivables and working on recording the property deed.
- Mayor Janci stated concerning the spoil site status, he has contacted the surveyor who has all the information needed to record the deed. The Town is still waiting for this to be done.
- VM Hodgson stated he is also waiting to present the ordinance updates to the lawyer until the other items are completed.
- Budget workshop for March was discussed. VM Hodgson stated things were late with getting started last year. S. Puchalski stated she does not usually find out about her VPA Grant request until May. She suggested doing as last year and prepare a budget with and without the VPA Grant. VM Hodgson stated he is putting together a packet to present to everyone to be familiar with everything. VM Hodgson asked R. Bilicki to come up with a 5 year plan for Tourism.
- VM Hodgson asked if a meeting should be set up for March or April and if it should be during the regular meeting or a special meeting. The Council agreed to have a Budget Workshop before the regular meeting on April 10, 2018 to begin at 6pm. VM Hodgson will have packet ready for workshop.

Announcements

- C. Janci stated the Town of Onancock asked the Town of Wachapreague to participate in the St. Patrick’s Day Parade. The Town Council declined to attend this year. Clerk Wessells was asked to contact Onancock to let them know.
- S. Puchalski stated the Town of Parksley has help with garbage collection recently when our truck was broke down. She asked to send a donation to the Town to show our appreciation. VM Hodgson made a motion to send a donation of \$100 and R. Bilicki seconded the motion.
- C. Janci announced that Mayor Janci was officially a “Grandfather”.

Adjournment

Motion was made by S. Puchalski and seconded by C. Vincent to adjourn. All approved.

MAYOR

TOWN CLERK

mw

02/13/18

MOTION TO APPROVE PAUL'S PLUMBING AND ELECTRIC TO REPAIR THE
ELECTRIC WORK TO BE DONE ON THE DOCK AT THE PORT OF
WACHAPREAGUE MARINA AT AN ESTIMATE OF \$4,750. THIS PROJECT IS PART
OF THE VPA GRANT ALREADY APPROVED.

Pursuant to motion made by **Councilman, SANDIE PUCHALSKI**, and seconded by **Councilman, ROBERT BILICKI**, for a Motion to approve PAUL'S PLUMBING AND ELECTRIC TO REPAIR ELECTRICAL ISSUES APPROVED BY THE VPA GRANT ON THE DOCKS OF THE PORT OF WACHAPREAGUE, and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of February 13, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Williams	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	6		1	

Duly recorded this _____ day of February 2018.

Town Clerk

**TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
MARCH 13, 2018**

COUNCIL PRESENT: Fred Janci, Mayor; Robert Hodgson, Vice Mayor; Robert Williams;
Sandie Puchalski; Robert Bilicki; Cathy Janci

COUNCIL ABSENT: Carlee Vincent

TOWN CLERK: Missy Wessells

TOWN COUNCIL MEETING

- I. **Call to Order** –Mayor Fred Janci called to Order the Town Council Meeting at 7:00 p.m. on March 13, 2018, 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 floor for Public Comments.
 - Sean Fate with the WVFC was to attend but had a family emergency. VM Hodgson stated the WVFC has a contract for a cell tower and he was coming to talk about how the citizens of Wachapreague could help. He plans to be at the next meeting.
 - Tomeka Watkinson spoke next concerning her work on the town’s website. She has provided a list of things she has done and questions to update things to make it more appealing. Many things were discussed and recommended. The town council thanked T. Watkinson for all the work she has done to make the websites better.
 - Mimi Sedjat spoke about how some property owners have improved the appearance of their properties. She suggested having a “Most Improved” award for the town. She mentioned 7 Lee Street (Stephen & Elizabeth Joseph) should be recognized. It was recommended maybe a dinner at the Island House and a certificate as a prize. Mayor Janci stated this was a good idea and will be discussed later.
 - Chris Wardius spoke about the Old Marina. He stated it is an important business in the town. He suggested to support Ed Posavec (owner) get it operational.
 - Another thing C. Wardius wanted to suggest is having Justin Paul take care of the maintenance of Seaside Park. He stated he was in favor of J. Paul maintaining the park. Last year the park was unusable due to poor maintenance. He stated J. Paul does good work and has offered the town a very reasonable price.
 - A. Joeckel’s last response was to make a note that the new marina is not zoned as residential. S. Puchalski stated this is not a plan for a personal home. He is planning it to be a rental property in the future.

IV. Council Meeting

- Mayor Janci asked if everyone has reviewed the Town Council Minutes from February 13, 2018. VM Hodgson stated on page 2; 2nd dot; the current owners of the Parker Railway has asked to use the spoil site for dredging spoils from the property. VM Hodgson stated the spoils need to be tested before using the spoil site. The town does not want contaminated spoils on the property. R. Bilicki stated dredged materials must be tested and contaminated spoils must be deposited at another location. He suggested to have the current spoils site tested for contaminants. VM Hodgson stated to bring this up in new business. R. Bilicki asked for any changes to the minutes. His reply was no, just to make a note of his comment. A motion was made by R. Bilicki to approve the minutes and C. Janci seconded the motion. A vote was taken, with all approving.

V. Review of Financial Report

VM Hodgson reported:

- **Town Of Wachapreague:** VM Hodgson reviewed the financials with the Town Council members. VM Hodgson stated the town is doing well.
- VM Hodgson reviewed the financials, for the town, with the council. Town is currently 66.7% through the fiscal year.
- VM Hodgson reviewed all the upcoming expenses. Of these, several were not included in the fiscal year budget, which include spoil site maintenance, vehicle repairs, election fees, etc.
- **Port Of Wachapreague:** VM Hodgson reviewed the financials with the Town Council members. VM Hodgson stated everything was doing well. It looks like everything was on track from last year.
- VM Hodgson stated there must be enough cash to pay off the VPA expense until the reimbursements are received.
- S. Puchalski stated the leases are beginning to come in and the financials should be improving.
- VM Hodgson wanted to add that he has prepared some Budget Prep Sheets for the Town and Port. He requested the council members to review them for the work session. It was agreed at last month's meeting the Town Council will have a Budget Work Session prior to April's monthly meeting, to begin at 6 pm.
- Mayor Janci asked for a motion to approve the financial statements. S. Puchalski made a motion to accept the financials for the Marina and Town and C. Janci seconded the motion. A vote was taken with all approving.

VI. Unfinished Business

A. Marina

- S. Puchalski stated the work is midway done with the docks. Due to the weather, Paul's Electric has been unable to perform their work. Once the electrical work is completed, the dock work will be completed.
- S. Puchalski stated the radio tower has broken during the recent storm. Currently it has been tied up but R. Puchalski believes it can be mounted to the side of the harbormaster's building. She stated she will research to most economical way to repair it.

B. Town Maintenance/Garbage (Repairs)

- S. Puchalski stated the repairs on the truck were completed. The total cost came in under the quote.

C. Powell Park

- Mayor Janci reviewed the Town is responsible for mowing Powell Park. This was discussed at the last monthly meeting.
- S. Puchalski presented the estimates for the zero turn mower the town was considering to purchase. She presented four compatible commercial mowers of different brands. After review of the pros and cons of each, price and warranty, S. Puchalski suggested the Bob Cat from Shore Saw and Mower.
- VM Hodgson asked if anyone had a response from the Accomack County supervisor concerning Powell Park. Mayor Janci stated no, the town will be responsible to maintain the park.
- VM Hodgson asked where the mower will be stored. A discussion ensued concerning storage.
- S. Puchalski suggested picking a mower. VM Hodgson discussed the financials for the purchase. The other concern was storage. Mayor Janci stated \$1,700 was allocated for roof repair on maintenance shed. This could go towards another storage area.
- Mayor Janci asked C. Wardius for a quote to build a new shed. His reply was the cost to purchase new prefab would be cheaper. The shed size being discussed was 24'x12'.
- The "Bilicki Project" was discussed throughout the conversation including a shed in the proposal. VM Hodgson stated a proposal was presented but the terms have not been worked out or approved. K Bilicki asked about the shed that was donated to the town. Mayor Janci stated it was a 12'x8' and too small for the mower.

D. Town Hall Beautification

- VM Hodgson stated the town is currently in discussion with the WVFC concerning grass cutting at Seaside Park. Previously there was an agreement for use of parking area, in return for mowing Seaside Park. There has been nothing in writing to support this agreement. VM Hodgson stated in that case, the town can take part of the parking spaces currently reserved for the WVFC members for the use of town parking and visitors. S. Puchalski spoke the purpose of the WVFC reserved parking area was to allow room for the fire equipment to pull in and out of the building. VM Hodgson asked if there was an agreement to that. Mayor Janci stated there was an agreement for the parking spaces in exchange they mow the park. S. Puchalski stated she was on council during the park's purchase and there was nothing talked about concerning this. VM Hodgson asked if a parking spaces could be put there. S. Puchalski stated no this is the fire department and they need room to get the equipment out. VM Hodgson stated a parking space or two could be made at the end. S. Puchalski asked why? VM Hodgson stated to get the clerk's car off Main Street and visitor parking for the "Bilicki Project". He also suggested using the private property across the street (formally known as the gas station) for Bilicki parking. VM Hodgson stated the Town is trying to get the downtown cleaned up and wouldn't that look good to be used for something.
- VM Hodgson stated he is just trying to find a place to put a shed for this new mower.
- Mayor Janci decided to take a poll of possible ideas.
 - Renting out parking space across from WVFC- 3 against; 1 for; 2 abstain. K Bilicki stated once this is started, it could be taken advantage of. When WVFC needs it, it could be blocked.
 - Purchasing a shed the same size as what is currently at the Marina to be placed at Marina parking lot for storage and maintenance use - 4 for; 1 against; 1 abstain.
 - Mayor Janci stated VM Hodgson is very against stating an agreement was made concerning the Marina's lot with neighbors during development. Mayor Janci states the agreement must be reviewed before proceeding. S. Puchalski stated she has researched and could find nothing concerning placing another shed at the marina parking area.

- S. Puchalski stated the fuel tanks could stay behind the Town Hall and be repositioned to allow fueling from High Street. It was suggested the use of retractable hoses and containment source be used to avoid contamination. Mayor Janci suggested a roof area be constructed over the containment area to avoid flooding the containment area. R. Bilicki stated constructing something similar to what WVFC uses. S. Puchalski stated she has a containment area for her tanks and does not have any issues. It was suggested to use sand to collect spillage within the containment area.
- VM Hodgson asked where to park the town's pickup truck. Mayor Janci suggested leaving a 10 foot area between the marina storage sheds (current and new) and park the pickup at the Marina lot. VM Hodgson stated no overnight parking allowed at the Marina parking lot. S. Puchalski stated there is currently 2 parking spaces at the Marina lot (harbormaster & town maintenance). She also stated the dump truck has been parked at the far south end of Seaside Park on High Street, while the pickup was worked on. This is out of the way of the WVFC parking. VM Hodgson stated that would have to be cleared with WVFC. VM Hodgson continued that S. Puchalski previously stated this was a parking area for WVFC only. S. Puchalski stated this particular area is across from D. Bilicki's property not WVFC building. VM Hodgson stated the WVFC has claimed the entire parking area, per his understanding. R. Bilicki stated the area must be clear for emergency equipment turn radius when exiting and entering the building as well as member parking. VM Hodgson stated if a maintenance truck can be parked there, so can a visitor parking spot. K. Bilicki stated the truck is the town's property. VM Hodgson stated WVFC has taken ownership of the entire graveled area, they put it in.
- VM Hodgson stated he has a problem with the whole project. S. Puchalski stated VM Hodgson has made this very clear. Mayor Janci spoke up and asked if this agreement can be produced for council review. S. Puchalski stated the only agreement is the lease for the slip rental. She stated the Port of Wachapreague follows the ordinances of the state of Virginia, per the Town ordinance. VM Hodgson stated that states no overnight parking. S. Puchalski stated that is concerning overnight parking of boat trailers. Mayor Janci stated the council needs to read the lease. S. Puchalski stated these are rules for the customers, not ordinances or laws. VM Hodgson stated if overnight parking starts, people will start leaving things. R. Bilicki stated the public knows the town vehicle. R. Williams stated the Town of Wachapreague owns the Marina. VM Hodgson stated yes but no. The Marina is a separate operating unit and has a separate financial statement.
- A lease agreement was produced to Mayor Janci and he agreed this lease were rules to follow for customers. He asked if there was any documents that spelled out the rules or agreements made concerning construction of the marina. R. Bilicki stated Gene Gibson is concerning about people working on boats in the lot and if anything is restricting this. S. Puchalski stated he was poled concerning using the marina parking lot for boat storage during the winter. His problem is people doing work on the boats and making a mess next to his property. VM Hodgson stated another issue was contaminating the VIMS property. K. Bilicki asked how VIMS refuels boats. Mayor Janci stated they have a fueling station near the Island House.

- VM Hodgson stated while talking to the individual who built the Marina, the agreement was no refueling to protect the water, don't want the expense of doing fuels or overnight parking, which includes the town's pickup. People who live there don't want the pickup truck there. He continued stating it is not a public works center. The public do not want any town vehicles there. The people want the vehicles to be left at the Town Hall or Powell Park, where they were originally designed to stay. He stated they are not present but have voiced that they do not want the trucks there. He continued stating if they want to put it at the park, they must build a cage around it. The conversation continued with where to house the trucks and parking space for the Bilicki B&B. S. Puchalski stated to use the space across from D. Bilicki's for the Town pickup and VM Hodgson stated using the same area for Bilicki's B&B. VM Hodgson stated the area behind the Town Hall will get cleaned up. It has been like it for 10-15 years. He gave an example of the door knob, which just got fixed after a couple of year and thanked S. & R. Puchalski for getting it done. He went on to state the tree was taken down at the Town Hall which cost \$1,000.
- S. Puchalski asked where this discussion was going. VM Hodgson stated a spot across the street was found for the Town pickup. Mayor Janci asked where at the Marina was the possible spot for the pickup. S. Puchalski stated next to the garage, out of the way, where nobody would be staring at it. Mayor Janci asked if near the tree then the tree would come down. S. Puchalski stated not really. C. Janci stated there are 2 spaces. R. Williams stated just park it on the street at the Marina. K. Bilicki asked where the maintenance crew starts work. Mayor Janci stated the Town Hall is the starting spot but could be moved. Mayor Janci stated neighbors need to be asked for their opinion on this matter.
- VM Hodgson then stated the entrance to the Marina lot off of Brooklyn Avenue, was not to be used, per the agreement. Mayor Janci asked where these agreements located were. He has not seen nothing stating these things. VM Hodgson stated to ask the people who built the Marina and they will discuss everything. He continued stating you cannot ignore the request of the people who built it. R. Williams stated VM Hodgson continues talking about the people. He asked who people were. K. Bilicki asked what this has to do with the white pickup. VM Hodgson told K. Bilicki she was not called upon and had her chance to speak. Mayor Janci interjected and stated Bonnie Hill, Gene Gibson and Roy Wallace need to be spoken with.
- R. Bilicki asked about beautification. The other details can be worked out later. He continued asking about the use of the parking area behind the Town Hall and cleaning up the property. Mayor Janci suggested using the area across D. Bilicki's property for the town pickup. VM Hodgson stated this must be cleared with the WVFC. Mayor Janci stated the WVFC is fine with everything as long as the parking area they use is not blocked. VM Hodgson stated there is a liability with parking behind the Town Hall. He explained the situation of someone breaking the WVFC equipment. R. Bilicki asked the Mayor per the lease, the tenant would be responsible for insurance. Mayor Janci stated yes. R. Bilicki stated he has insurance so that is covered.
- S. Puchalski stated per the ordinance passed 2002, the Port of Wachapreague will follow all rules set by the State of Virginia regarding all functions of the marina.

- Mayor Janci stated the meeting must move on but a decision must be made. He suggested inviting the mentioned people to the next meeting. R. Bilicki asked could everything be separated concerning the beautification donation and pickup parking. VM Hodgson requested to view all charges concerning the donation. R. Bilicki stated it is a donation and he does not need to view expense. He then stated the plan has been presented, everything is documented and pictures are included. VM Hodgson stated this needs to be presented to the Zoning Administrator and then to the Planning Commission for review. He stated he doesn't see the insurance information and then all needs to be presented to the lawyer for review. S. Puchalski suggested having something typed and personally speak to them concerning this. If they have no issues, they can sign off. Mayor Janci stated he will talk with them.
- A. Joeckel stated this is a nice deal. Can the equipment be parked at Powell Park? Mayor Janci stated the marina will have cameras for supervision. Mayor Janci continued explaining the plan of having another shed the same size as currently there added to the marina for maintenance and parking the pickup. A. Joeckel suggested having all the equipment located in one location with a small security camera.
- K. Bilicki stated can the shed be taken down. VM Hodgson stated until the Bilicki Project is approved, nothing can be done. S. Puchalski wanted to approve the removal of the shed. She then asked VM Hodgson if the whole project needs to be approved instead of parts. VM Hodgson stated the whole project. S. Puchalski then made a motion to approve the Bilicki Project and C. Janci seconded the motion. Roll Call vote was taken with 3 yes; 1 no; 1 abstain; 1 absent. K. Bilicki asked when can thing begin. VM Hodgson stated a contract must be submitted and then reviewed by the lawyer first. Mayor Janci asked S. Puchalski to have the maintenance crew begin moving things out of the shed into the temporary location. Mayor Janci stated a lease agreement must be submitted for approval by the lawyer.
- R. Williams stated concerning the work to be done, a work order can be issued to follow the work completed. Mayor Janci stated time management needs work. He explained that when a truck goes to the landfill, 2 workers must go. It is explained to be a "Safety Issue".
- S. Puchalski asked to discuss Justin Paul cutting Seaside Park. She suggested using him this year and his quote was around \$1,600 and \$175 for weed management for the beds. She continued explaining he would bill monthly and would like the chemicals to be included with the first installment. Mayor Janci made it clear he was unable to care for Seaside Park due to work. S. Puchalski made a motion to approve the proposal from Justin Paul's mowing of Seaside Park and R. Williams seconded the motion. A Roll Call vote was taken with 5 yes; 1 absent. Mayor Janci stated he will have a person weeding Seaside Park in the next couple of days.
- The "Bilicki Project" proposal is added as an addendum to the minutes.

E. Streets and Drainage

- R. Williams began explaining he made contact with another engineering firm in Salisbury, MD for a quote on preliminary engineering plans for storm drain replacement. That quote is from GMB for \$19,300. DBF, Inc plan to meet with R. Williams and VM Hodgson on 3/20/18 to review project.
- R. Williams is reviewing documents developed by FEMA for guidance for municipalities seeking grants/loans to improve storm water management.
- R. Williams has submitted a work order to VDOT for road repair on Custis Street. He stated Chesapeake Outdoor Signs are making a sign for Powell Park damaged by VDOT.
- ANEC was contacted concerning street lights blown and lights were replaced on 3/7/18.
- R. Williams also has contacted Accomack County concerning street signs missing. Signs were installed on 3/5/18.

F. Safety and Security

- R. Williams states the dog that killed the cat at the post office is running loose again. It has been seen chasing cats and cornering residents. VM Hodgson stated the AC Animal Control needs to be contacted and reported. C. Janci added to make sure to state it is a known biter.

G. Tourism

- R. Bilicki stated he has a quote for the Kellar sign cleanup of \$1,000 by Marshall's. He was given a verbal quote from Simpson's of \$800. R. Bilicki requested awarding Simpson's the contract once the written quote is received. R. Bilicki stated it is in the budget already. S. Puchalski made a motion to spend up to \$800 for cleanup and C. Janci seconded the motion. A Roll Call vote was taken with 5 yes; 1 absent.
- Mayor Janci stated the Easter Bunny and hunt will be at Powell Park on March 31, 2018 at 11 am. Clerk Wessells asked if should be put in the paper and the council stated yes.

H. Zoning Administrator's Report

- Mayor Janci reported he has just approved a roof permit.

I. Floodplain Administrator/CRS Coordinator/ A-NPDC

- VM Hodgson reported working with R. Williams to get a storm water plan done.
- VM Hodgson reported the Town of Wachapreague owns the berm on the east side. Mayor Janci asked if we can build this up with stone to help prevent flooding. VM Hodgson state not yet but things are being worked on. It has been suggested an oyster bar.

J. Planning Commission

- VM Hodgson stated the lawyer has responded to the ordinance review and it will be discussed at the planning commission on Tuesday. The information will be presented at the next meeting.

K. Mosquito Control

- C. Vincent was absent.
- S. Puchalski stated she gave C. Vincent the contact information for Michael Scott. She hopes she has made contact.

L. Seaside Park

- Mayor Janci stated spring cleanup is set for May 12, 2018 from 9am-3pm and May 19, 2018 is the rain date. It was asked for Tomeka to post on website.

M. Legal

- VM Hodgson stated ordinance update has been discussed.
- S. Puchalski asked Mayor Janci if he read the letter from Norma Hickman. Mayor Janci stated yes and asked Clerk Wessells to call the surveyor. VM Hodgson has asked a letter be issued to the surveyor's office and the lawyer.
- Mayor Janci stated Mrs. Hickman has a map showing she owns the property. The Town has documents showing the property in question is owned by the Town.
- Mayor Janci asked the council to review a letter in the packet concerning dredging funding. He asked each council member to respond to the people. Clerk Wessells will send everyone a copy of the Town's letterhead and a formatted letter. Please copy, paste and send.
- Clerk Wessells asked about the inspection for golf carts. Mayor Janci asked for volunteers to do inspections. R. Williams, S. Puchalski and Clerk Wessells volunteered to do inspections.

- Clerk Wessells stated she is working on the litter grant application and suggested 2 pet stations and possible a trash can. This will be brought back up next meeting.
- Clerk Wessells explained the decal location on vehicles are driver side lower window.

VII. New Business

- Clerk Wessells asked about the use of Powell Park. S. Puchalski stated it will be the same as previously. It was suggested \$75 fee and \$25 will be refunded for a total of \$100. This will be for use of the restrooms and electric. If not using the restrooms the fee will be \$50 and \$25 refundable for a total of \$75. Collection of ideas and vote on the issue next meeting.
- R. Williams asked for a copy of the letters for the property owners to cross the property for dredging.
- Mayor Janci stated a Budget Workshop will be held at 6 pm April 10, 2018 with the regular monthly meeting to follow at 7 pm.
- S. Puchalski brought up the letter from Ed Posavec and the old marina. This is the plan and outline of 5 year plan. He is requesting a pump and haul permit and is looking at a compost toilet. VM Hodgson stated he is looking for an ordinance which will require bonding. It was decided to send it to the Planning Commission for review. S. Puchalski stated if he will only use the property for storing boats and please keep this in mind. Mayor Janci agreed he is trying to do the right things.
- C. Janci gave Mayor Janci the copy of the ordinance concerning parking in front of the fire station. It states no parking within 75 feet.
- S. Puchalski asked for a motion to approve the quote for the Bob Cat Pro from Shore Saw and Mower for the price of \$6,263 and approving a deposit be paid if necessary to preserve the quote and R. Hodgson seconded the motion. A Roll Call vote was taken with 5 yes; 1 absent.

Announcements

- Mayor Janci stated nothing to report.

Adjournment

Motion was made by S. Puchalski and seconded by C. Janci to adjourn. All approved.

MAYOR

TOWN CLERK

mw

03/13/18

MOTION TO APPROVE THE BILICKI B&B BEAUTIFICATION PROJECT TO THE WACHAPREAGUE TOWN HALL. THE PROJECT IS A DONATION OF BEAUTIFICATION TO THE TOWN HALL IN THE AMOUNT OF \$5000 +/-.

Pursuant to motion made by **Councilman, SANDIE PUCHALSKI**, and seconded by **Councilman, C. JANCI**, for a Motion to approve MOVING FORWARD WITH THE BEAUTIFICATION OF THE WACHAPREAGUE TOWN HALL DONATION and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of MARCH 13, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson		X		
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent				X
Robert Williams	X			
Robert Bilicki			X	
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	3	1	2	1

Duly recorded this _____ day of MARCH 2018.

Town Clerk

MOTION TO APPROVE PAUL'S LAWN CARE PROPOSAL IN THE AMOUNT OF \$1600 FOR LANDSCAPING SERVICES AND \$175 FOR CHEMICALS USED FOR WEED CONTROL. A TOTAL OF \$1775 FOR THE LANDSCAPE MAINTENANCE OF SEASIDE PARK FOR THE TERM OF APRIL 2018 – MARCH 2019.

Pursuant to motion made by **Councilman, SANDIE PUCHALSKI**, and seconded by **Councilman, ROBERT WILLIAMS**, for a Motion to approve THE PROPOSED LANDSCAPING MAINTENANCE CONTROL FROM PAUL'S LAWN CARE and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of MARCH 13, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent				X
Robert Williams	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	5	0	1	1

Duly recorded this _____ day of MARCH 2018.

Town Clerk

MOTION TO APPROVE SIMPSON TREE SERVICE IN THE AMOUNT OF UP TO \$800
FOR THE CLEANUP ON AND AROUND THE PROPERTY OF THE KELLAR
ADVERTISING SIGN.

Pursuant to motion made by **Councilman, SANDIE PUCHALSKI**, and seconded by **Councilman, ROBERT WILLIAMS**, for a Motion to approve THE PROPOSED LANDSCAPING MAINTENANCE CONTROL FROM PAUL'S LAWN CARE and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of MARCH 13, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent				X
Robert Williams	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	5	0	1	1

Duly recorded this _____ day of MARCH 2018.

Town Clerk

MOTION TO APPROVE THE PURCHASE OF A NEW BOBCAT PRO
ZERO TURN MOWER FROM SHORE SAW AND MOWER
FOR THE PROPOSED PRICE OF \$6,264.

Pursuant to motion made by **Councilman, ROBERT BILICKI**, and seconded by **Councilman, ROBERT HODGSON**, for a Motion to approve THE PURCHASE OF A ZERO TURN BOBCAT PRO FROM SHORE SAW AND MOWER FOR THE AMOUNT OF \$6,262 and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of MARCH 13, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent				X
Robert Williams	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	5	0	1	1

Duly recorded this _____ day of MARCH 2018.

Town Clerk

**ADDENDUM TO TOWN COUNCIL MEETING MINUTES
MARCH 13, 2018**

The Proposal for the Bilicki B&B Town Hall Beautification Project has been added as an addendum to the monthly minutes of the Wachapreague Town Council meeting dated March 13, 2018. This project formally named "PROPOSAL FOR THE RELOCATION AND REDESIGN OF WACHAPREAGUE'S MAINTENANCE FACILITY AND PARKING AREA" also known as "Bilicki B&B Project; Bilicki Project; Bilicki Town Beautification Project; Town Hall Beautification Project" will be discussed further and modified as approved.

The Addendum will be added as a permanent record to this monthly minutes. The project was approved to move forward but no agreements have been approved by any committee at this time.

Proposal To Be Added Here.

Asst. Admin.

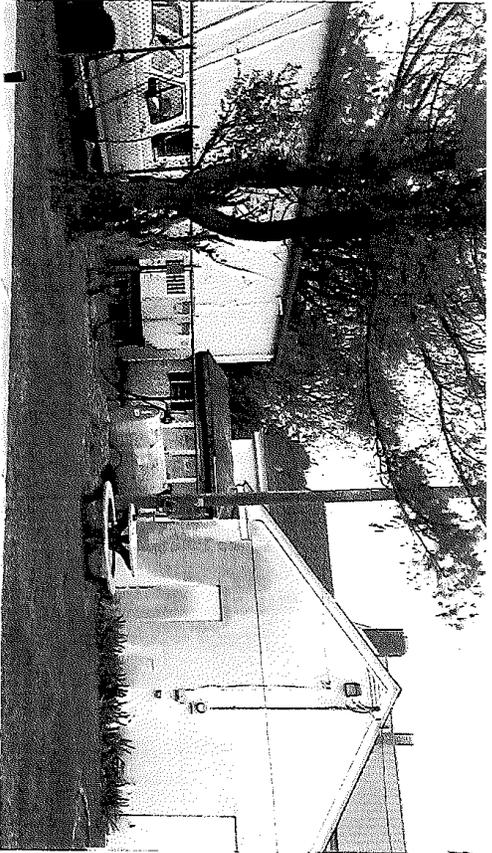
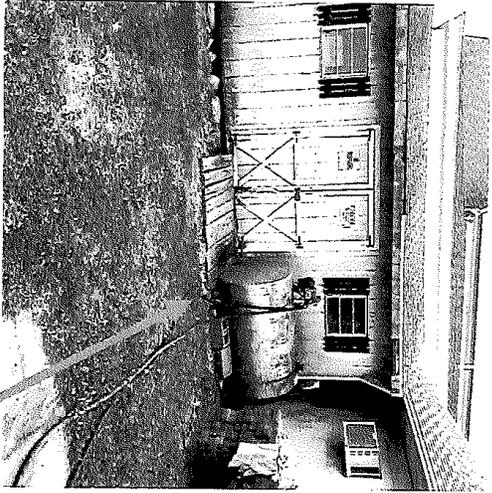
PROPOSAL FOR
THE RELOCATION AND REDESIGN OF WACHAPREAGUE'S MAINTENANCE FACILITY AND PARKING AREA

The Town of Wachapreague is fortunate to experience many recent improvements such as the completion of Seaside Park, the Wachapreague Hotel renovations, the upgrades at the Island House and the presence of the Current Reflections Art Gallery and apartment.

- However, the current condition and location of the Town's maintenance facility distracts from these enhancements. Its current state of disrepair is an aesthetical problem and its location prevents the Harbor Master from managing the maintenance staff.
- Additionally, Bob and Judy Bilicki, the owners of the Current Reflections Art Gallery and guest apartment, need a parking solution. In order for the upstairs apartment above the Current Reflections Art Gallery to be leased, guest parking is a necessity. But the current parking codes do not permit overnight parking on Main Street.
- In the past, the owners of the drive and parking area to the right of the Gallery allowed guest parking and access to the rear apartment entrance. However, the owner recently decided to rescind that accessibility.
- Finally, the appearance of the Town Hall is in dire need of new paint and improved landscaping and illumination on the east side for a more welcoming sitting area.

The following presentation hopes to provide solutions to all of these issues by:

1. Developing a plan for relocating and reorganizing the current Town Maintenance Facility.
2. Creating an attractive parking area to be leased and maintained by Bob and Judy Bilicki.
3. Providing a design concept for both the Town Hall currently and into the future.

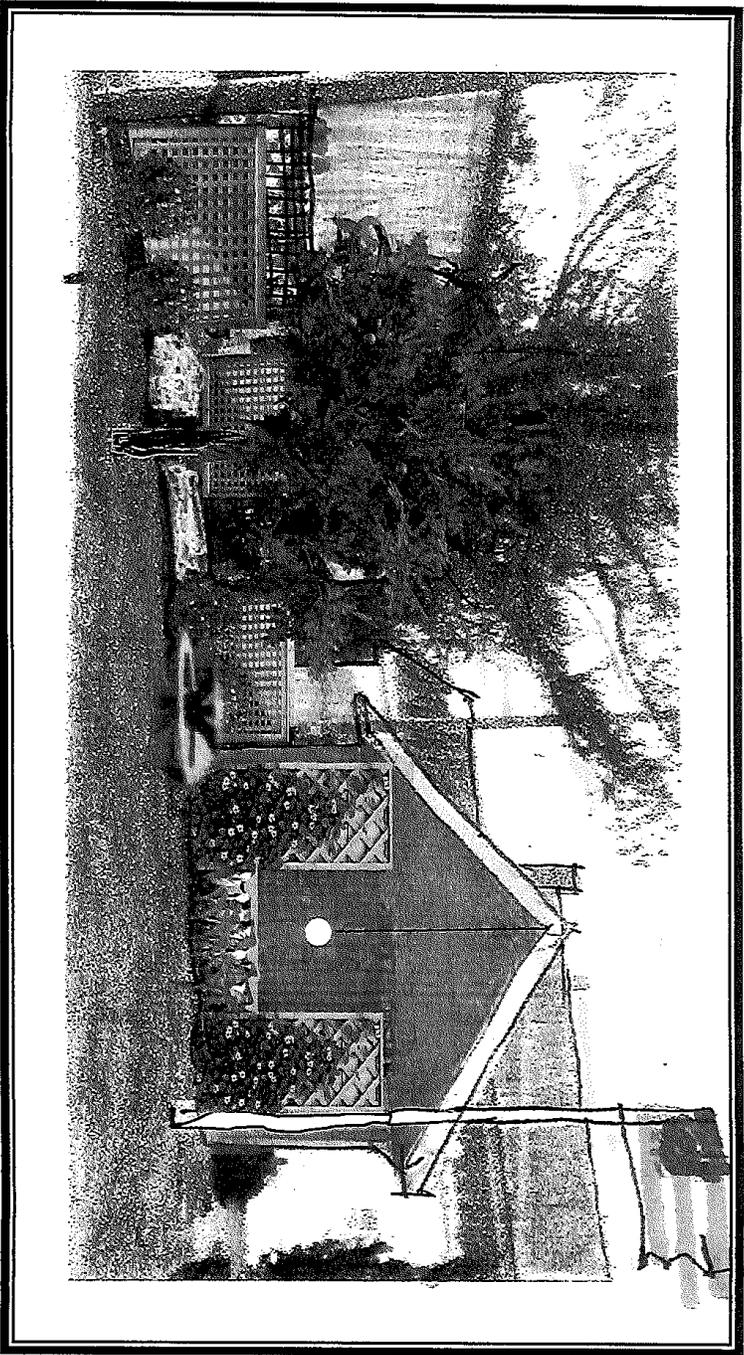


The Current Town
Maintenance Facility
&
Town Hall Sitting Area

Hazards

Debris

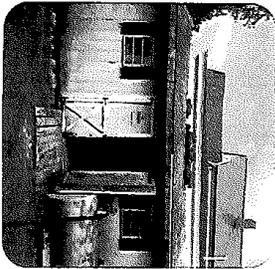
Existing Conditions



Conceptual Sketch of Redesigned Town Hall & Parking Area

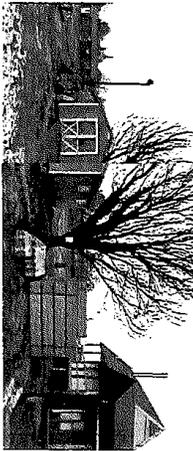
Town Hall East Side and Parking Area Enhancements

Current
Town Of Wachapreague
Maintenance Facility



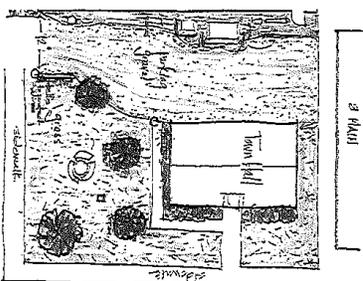
- Distracts from recent town improvements.
- Creates hazardous conditions due to dilapidated storage areas and debris.
- Prevents adequate oversight of staff by Maintenance / Dock Master due to separate locations.

Proposed Location For
Maintenance Facility



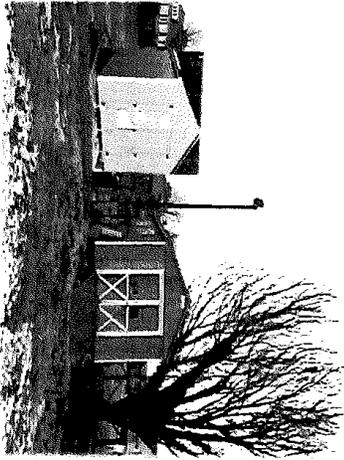
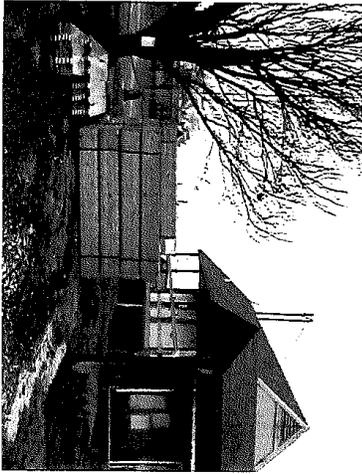
- Reduces duplicate storage and management needs by having both the town dock and the maintenance facility in one location.
- Improves staff accountability and management.
- Eliminates unsightly and hazardous debris from the Town Hall and adjacent green space.

New Design & Designation of
Parking Area Behind Town Hall

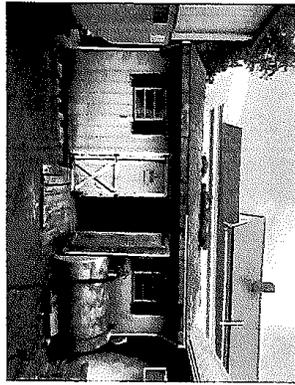


- Enhances the green space by adding trellises and greenery on the east wall of Town Hall and the ground power wires.
- Provides accessible parking space for Current Reflector's lodging guests.
- Ensures maintenance of and revenue for the parking area by the owners of the Current Reflections Gallery.
- Generates a plan for future enhancements with trees in the green park area and lattice screens in front of the fire department's generator and HVAC compressors.

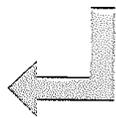
Proposed Location at the
Harbor Master Station
For Town Maintenance Shed



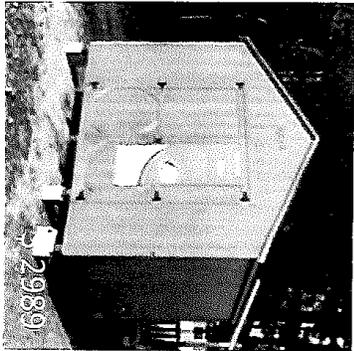
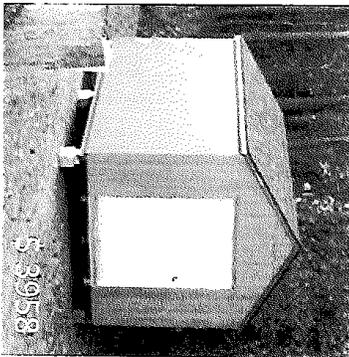
Current Shed To Be Repaired



OR

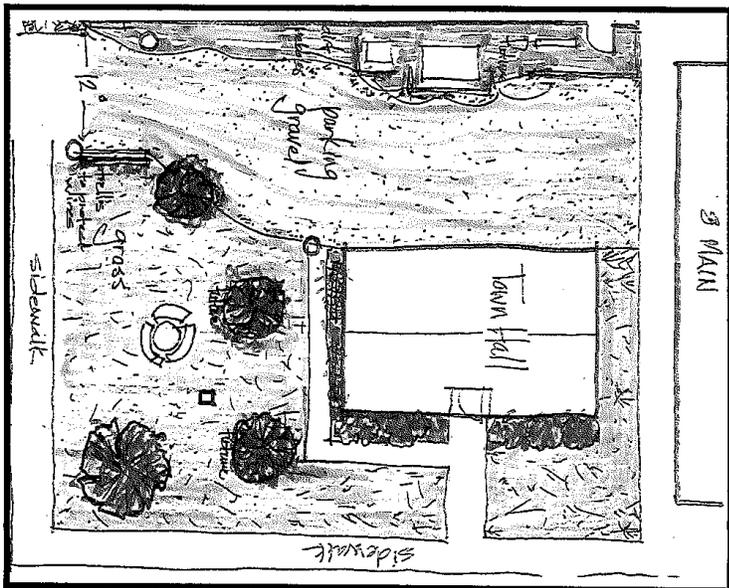
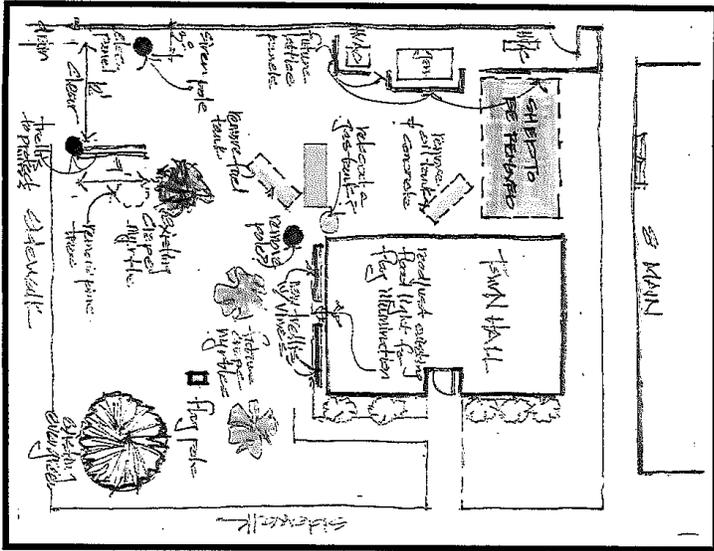


Possible New Options



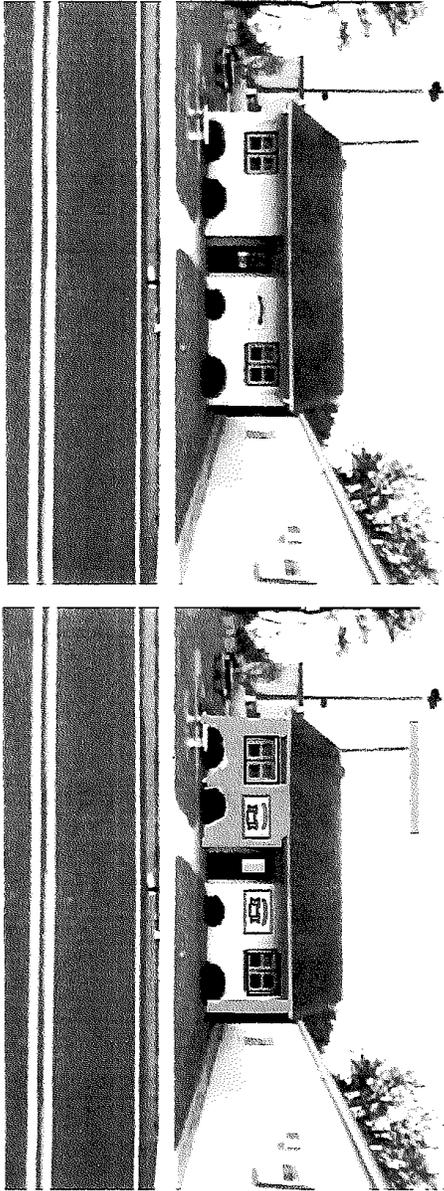
Proposed Alterations

- Relocate shed to Town Marina.
- Remove oil tank & concrete pad.
- Remove chain link fence.
- Relocate fuel tank and truck to Town Marina.
- Readjust Town Hall flood light to project onto the flag.



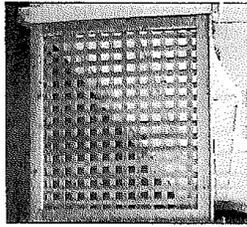
- Install new parking area
- Remove pine tree and trim up existing crepe myrtle.
- Paint Town Hall.
- Install lattice panel @ electrical cables.
- Install decorative trellises @ east side of Town Hall.

Redesign of Parking Area

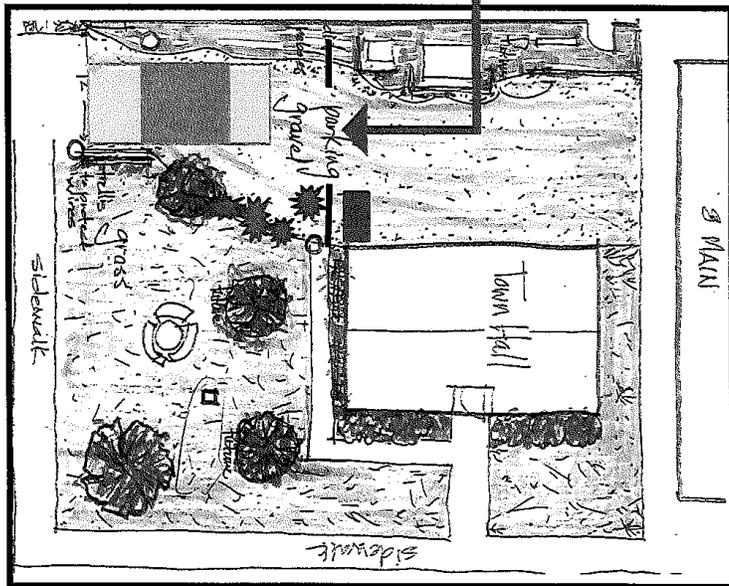


Proposed Town Hall Paint Color

7



New Lattice Panels
To protect septic and the fire
Department's HVAC
compressor.



9-9

**TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
April 10, 2018**

COUNCIL PRESENT: Fred Janci, Mayor; Robert Hodgson, Vice Mayor; Robert Williams;
Sandie Puchalski; Robert Bilicki; Cathy Janci; Carlee Vincent

COUNCIL ABSENT: None

TOWN CLERK: Missy Wallace-Wessells

TOWN COUNCIL MEETING

- I. **Call to Order** –Mayor Fred Janci called to Order the Town Council Meeting at 7:00 p.m. on April 10, 2018, 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 floor for Public Comments.
 - Zane Hadzick – FEMA and Kristin Owen – VA Dept. of Conservation & Recreation presented the Town of Wachapreague a plaque for the efforts made in the CRS/Floodplain Administration. The presentation highlighted the work done to reduce the flood risks and increasing resiliency through the ongoing efforts and participation in the CRS Program.
 - Sean Fate –Wachapreague Volunteer Fire Company presented the efforts to contract with a cell tower company to provide better communication in the town and surrounding areas. He provide a formatted letter to send to the County Supervisor Donald Hart to support the WVFC efforts. He will provide another address for businesses. The WVFC has up to 7 years to find a carrier but the more responses and better the chance to contract a provider.
 - Bonnie Hill spoke about her opinion about overnight parking in the marina lot. She explained the original agreement for its construction was certain terms which included no overnight parking, no fueling, no additional buildings, to name a few. Even though these things were discussed, nothing was found to support these terms were made into ordinances.

- IV. **Council Meeting**
 - Mayor Janci asked if everyone has reviewed the Town Council Minutes from April 10, 2018. He asked if anyone had any additions or corrections. Robert Williams made a motion to approve the minutes and S. Puchalski seconded the motion. A vote was taken and all approved.

- V. **Review of Financial Report**

VM Hodgson reported:

Town Of Wachapreague: VM Hodgson reviewed the financials with the Town Council members. VM Hodgson stated he will go over this quickly due to the meeting that was conducted prior to this meeting.

 - VM Hodgson reviewed the financials, for the town, with the council. Town is currently 75% through the fiscal year.

- VM Hodgson explained the Town has experienced some unforeseen expenses which have pushed the proposed FY 2017/2018 budget over. VM Hodgson explained reasons for the additional expenses such as truck repairs, purchase of zero turn mower (release of Powell Park from Accomack County), and shed for mower, repairs due to storms and holiday bonuses for employees.
- VM Hodgson stated the Town Expenses were over approximately \$14,000 over for the FY 2017/2018 budget. He then explained due to the additional expenses, the Town Council must approve the expense to be paid. VM Hodgson made a motion that all members of the Wachapreague Town Council are aware that there are 9 accounts which exceeded the proposed budget leaving a negative balance and permission to proceed to charge those account through the end of the FY 2017/2018. R. Williams seconded the motion. A Roll Call Vote was conducted with 6 yes and 0 nays approving the expenses.
- VM Hodgson asked for any questions. He moved forward to review Port of Wachapreague financials.

Port Of Wachapreague: VM Hodgson reviewed the financials with the Town Council members. VM Hodgson stated some things have exceed the proposed budget. VM Hodgson made a motion to continue charging the accounts that have exceeded the budgeted amounts. S. Puchalski seconded the motion. A Roll Call Vote was taken with 6 yes and 0 nays approving.

- VM Hodgson stated the VPA Grant money is late and even though the Port should have enough funds to cover the expenses. In the event the Port needs extra funds for expenses until the VPA Grant is received, VM Hodgson made a motion to allow the Port of Wachapreague to borrow up to \$32,000 from the Town of Wachapreague to meet any shortages needed. R. Williams seconded the motion and a Roll Call Vote was conducted with 6 yes and 0 nays.
- VM Hodgson asked if there were any other questions concerning the financials. S. Puchalski made a motion to accept the financials and C. Janci seconded the motion. All approved.

VI. Unfinished Business

A. Marina

- S. Puchalski stated Paul's Electric plans to finish the electric work on the dock.
- S. Puchalski requested approval to order "No Wake" signs to replace old ones. She presented an estimate and requested to order 3 and USCC will replace them for the Port. After discussion, C. Janci made a motion to spend up to \$765 for three 36" "No Wake" signs and R. Williams seconded the motion. A Roll Call vote was called with 6 yes and 0 nays approving.

B. Town Maintenance/Garbage (Repairs)

- S. Puchalski presented 3 estimates for demolishing the shed behind Town Hall. After review of the terms, S. Puchalski made a motion for Wardius Contracting to do the work at a price of \$850. Wardius will completely remove and clean up area. R. Bilicki seconded the motion.
- Mayor Janci stated the Town will not have a shed for the maintenance workers. S. Puchalski stated her solution to the problem is to convert the concession stand located at Powell Park into the maintenance shed. A quote was presented for 8' doors, gravel drive, fence, electric and video camera for a total of \$3,500 for project. She also stated the restrooms will remain in place and the snack bar can still be used with use of small cart. She also stated this would solve the issue of storage for the zero turn mower. The proposed size of the storage shed is 20'x20'.
- VM Hodgson stated he wanted the diagram for this project. Mayor Janci stated a solution needs to be made for storage prior to demolition of the Town Hall shed. VM Hodgson explained his disapproval of this project. VM Hodgson stated he does not wish to proceed because another project has been proposed and suggested combining them to make one project.

- After a discussion, R. Bilicki made a motion to contract Wardius Contracting to tear down the shed at Town Hall (\$850) and proceed with converting part of the concession stand into a storage building (\$3,500) to house the new Bob Cat zero turn mower previously approved. S. Puchalski seconded the motion. A Roll Call vote was called and passed with 5 yes and 1 nays.

C. Powell Park

- S. Puchalski reported due to the recent storm, several trees have fallen and damaged the historic grave yard. She stated she has submitted a claim to the insurance company. She reviewed the prices of the estimates. She will get back with the agent tomorrow concerning volunteers helping with some repairs. She also stated the deductible is \$2,500 and the estimate for repairs was \$5,100. VM Hodgson made a motion to approve to spend up to \$5,100 for repairs at Powell Park grave yard and \$2,600 will be reimbursed from the insurance company. R. Bilicki seconded the motion. A Roll Call vote was passed with 6 yes and 0 nays. Mayor Janci asked to have some of the branches mulched for Seaside Park.
- R. Williams stated his concern of the uprooted trees causing drainage issues. Mayor Janci believes it will not cause any problems.
- S. Puchalski stated the only other project is the roof for the dugouts. She has a quote for metal (\$350) or shingles (\$190) and suggest shingles. S. Puchalski stated this project can wait for next fiscal year.
- Mayor Janci stated the budgets have been exceeded and the spending needs to slow down. A discussion of projects were discussed.

D. Town Hall Beautification

- C. Janci asked if anything was budgeted for Town Beautification. Mayor Janci stated nothing has been budgeted. C. Janci continued explaining the danger of the clerk's desk location with examples of people entering and scaring her. She then stated the clerk needs the desk turned around. A discussion ensued concerning the previous project design presented by previous councilman K. Ciaccio. C. Wardius was asked about moving the council seating. S. Puchalski stated she will get together with others to come up with a possible solution.

E. Streets and Drainage

- R. Williams stated downed street signs have been reported and fixed.
- R. Williams stated documents have been submitted to VDOT concerning damage of Powell Park sign with replacement cost of \$195. The reimbursement should be received soon.
- R. Williams stated appointments for the storm drain evaluation were cancelled several times due to weather. New appointments will be scheduled.

F. Safety and Security

- Nothing to report.

G. Tourism

- R. Bilicki stated Simpson's hasn't started work on the Kellar sign. S. Puchalski stated she spoke to him but he was unsure if he was awarded the contract. R. Bilicki will make contact.

H. Zoning Administrator's Report

- Mayor Janci stated nothing to report.

I. Floodplain Administrator/CRS Coordinator/ A-NPDC

- VM Hodgson stated nothing to report. Mayor Janci was reminded about the report with CRS in June or July 2018.

- VM Hodgson stated a reminder for Army Corps of Engineer concerning the dredging permit. Clerk Wessells stated the expiration date was January 2019.
- R. Bilicki asked the status of the plot plan for the spoils site. Mayor Janci stated the surveyor sent by email the survey to him and Attorney Rowan. Attorney Rowan needs a certified hard copy to proceed. Mayor Janci stated Attorney Rowan sticks with original findings as previously stated.

J. Planning Commission

- VM Hodgson stated the playground rules will be reviewed during April's meeting for any changes.
- VM Hodgson stated he retrieved from Onley Town Hall a copy of the pump and haul contract and ordinance to be review during April's meeting. VM Hodgson stated the Zoning Administrator has not forwarded the request to review this and asked if this is requested. Mayor Janci replied yes. The council agreed to have the Planning Commission to review this topic.

K. Mosquito Control

- C. Vincent stated she made contact with Michael Scott concerning dunks and spraying. He did not submit a written estimate for these services.
- C. Vincent stated Ehrlich's prices have remained the same since the beginning (2014). They have submitted a contract and prices for additional services as needed. A discount applies if paid by May 1st and C. Vincent suggested to remain with the company. The contract amount is \$3,094.15 if paid by May 1st. C. Vincent made a motion to approve Ehrlich for mosquito control and S. Puchalski seconded the motion.
- R. Bilicki asked for a discussion on this matter. He asked if there is a measurable results to spending \$3,500 for this service. He continued explaining due to additional expenses this fiscal year, does this service make a measurable difference. Mayor Janci stated it does and if the residents would not be happy with cancelation of this service.
- The motion and second was restated and a Roll Call vote was approved with 6 yes and 0 nays.

L. Seaside Park

- Mayor Janci stated spring cleanup is set for May 12, 2018 from 9am-3pm and May 19, 2018 is the rain date. Mayor Janci asked for this to be emailed, placed on Facebook and websites. S. Puchalski will check with Marshall's concerning mulch. Mayor Janci requested free mulch.

M. Legal

- VM Hodgson reported the total fees are being calculated to move forward with court proceedings on delinquent taxes. It was discussed to investigate proceeding with collection of the returned check and fees.
- R. Bilicki stated Northampton County advertises derelict property in the paper. It was discussed if the Town of Wachapreague can post these properties in the paper to demand cleaned up. This will be checked into with attorney. VM Hodgson stated a follow up program must be developed and enforced. A list was asked to be generated and presented to VM Hodgson of these properties.

VII. New Business

- S. Puchalski made a motion to give the WVFC a donation of \$1,000 to help with the repairs of the fire truck. C. Janci seconded the motion. A Roll Call vote was approved with 6 yes and 0 nays.
- C. Janci stated a big "Thank You" needed to be given to Mayor Janci for representing the Easter Bunny; R. Bilicki for the wonderful work on the Easter Egg Hunt and the beautiful job on the eggs; D. Bilicki for helping with the hiding eggs at Powell Park.

- Clerk Wessells reported she is putting together the application for the Litter Grant offered through Virginia. The grant is for \$1,000 and a request to purchase 2 additional “Doggie Poo Stations” be purchased. C. Janci made a motion to purchase 2 “Doggie Poo Station” for approximately \$300 each and VM Hodgson seconded the motion. A Roll Call vote was approved with 6 yes and 0 nays.

Announcements

- Mayor Janci stated nothing to report.

Adjournment

Motion was made by S. Puchalski and seconded by C. Vincent to adjourn. All approved.

MAYOR

TOWN CLERK

mw

04/10/18

A MOTION WAS MADE THAT ALL MEMBERS OF THE
 WACHAPREGUE TOWN COUNCIL ARE AWARE THE BUDGET FOR THE TOWN OF
 WACHAPREAGUE WAS EXCEEDED LEAVING A NEGATIVE BALANCE AND
 PERMISSION TO PROCEED CHARGING THE ACCOUNTS THROUGH THE END OF
 THE FY 2017/2018.

Pursuant to motion made by **Councilman, ROBERT HODGSON**, and seconded by **Councilman, SANDIE PUCHALSKI**, for a Motion KNOWLEDGE OF EXCEEDING THE BUDGET OF FY 2017-2018 FOR THE TOWN OF WACHAPREAGUE and the Council having agreed to continue charging the accounts per this motion, as recorded below, and approved at the Town Council Meeting of APRIL 10, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Williams	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	6	0	1	0

Duly recorded this _____ day of APRIL 2018.

 Town Clerk

A MOTION WAS MADE THAT ALL MEMBERS OF THE WACHAPREGUE TOWN COUNCIL ARE AWARE THE BUDGET FOR THE PORT OF WACHAPREAGUE WAS EXCEEDED LEAVING A NEGATIVE BALANCE AND PERMISSION TO PROCEED CHARGING THE ACCOUNTS THROUGH THE END OF THE FY 2017/2018.

Pursuant to motion made by **Councilman, ROBERT HODGSON**, and seconded by **Councilman, SANDIE PUCHALSKI**, for a Motion KNOWLEDGE OF EXCEEDING THE BUDGET OF FY 2017/2018 FOR PORT OF WACHAPREAGUE and the Council having agreed to continue charging these account per this motion, as recorded below, and approved at the Town Council Meeting of APRIL 10, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Williams	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	6	0	1	0

Duly recorded this _____ day of APRIL 2018.

Town Clerk

MOTION TO APPROVE BORROWING UP TO \$32,000 FROM THE TOWN OF WACHAPREAGUE TO MEET FUNDING SHORTAGES FOR SERVICES AND MATERIALS TO BE REIMBURSED FROM THE VPA GRANT.

Pursuant to motion made by **Councilman, ROBERT HODGSON**, and seconded by **Councilman, ROBERT WILLIAMS**, for a Motion to approve THE PROPOSED LOAN FROM THE TOWN OF WACHAPREAGUE OF UP TO \$32,000 FOR VPA WORK COMPLETED UNTIL THE VPA GRANT FUNDS ARE ISSUED and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of APRIL 10, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Williams	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	6	0	1	0

Duly recorded this _____ day of APRIL 2018.

Town Clerk

**MOTION TO PURCHASE THREE 36" "NO WAKE" SIGNS FOR THE
WACHAPREAGUE CHANNEL IN THE AMOUNT OF \$765.**

Pursuant to motion made by **Councilman, CATHY JANCI**, and seconded by **Councilman, ROBERT WILLIAMS**, for a Motion to approve THE PURCHASE OF THREE 36" "NO WAKE" SIGNS FOR THE WACHAPREAGUE CHANNEL and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of APRIL 10, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Williams	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	6	0	1	0

Duly recorded this _____ day of APRIL 2018.

Town Clerk

MOTION TO APPROVE THE FUNDS TO DEMOLITION THE SHED AT TOWN HALL BY WARDIUS CONTRACTING IN THE AMOUNT OF \$850. THEN TO CONVERT PART OF THE POWELL PARK CONCESSION STAND INTO A STORAGE SHED TO HOUSE THE ZERO TURN MOWER AND MAINTENANCE WORKERS SUPPLIES IN THE AMOUNT OF \$3,500. THIS MOTION WILL INCLUDE GRAVEL, FENCE, ELECTRIC WORK, VIDEO CAMERA AND FRAMEWORK FOR DOORS TO SHED.

Pursuant to motion made by **Councilman, ROBERT BILICKI**, and seconded by **Councilman, SANDIE PUCHALSKI**, for a Motion to approve THE DEMOLITION OF THE TOWN HALL SHED (\$850) AND CONVERSION OF PART OF CONCESSION STAND TO STORAGE SHED AT POWELL PARK (\$3,500) and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of APRIL 10, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson				X
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Williams	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	5	0	1	1

Duly recorded this _____ day of APRIL 2018.

Town Clerk

MOTION TO SPEND UP TO \$5,100 FOR REPAIRS TO THE
 POWELL PARK GRAVE YARD AND A CHECK FOR APPROXIMATELY
 \$2,600 WILL BE REIMBURSED BY VML INSURANCE.
 THE COUNCIL IS AWARE THERE IS A \$2,500 DEDUCTIBLE FOR THIS CLAIM.

Pursuant to motion made by **Councilman, ROBERT HODGSON**, and seconded by **Councilman, ROBERT BILICKI**, for a Motion to approve REPAIRS TO POWELL PARK GRAVE YARD AS PRESENTED TO VML INSURANCE COMPANY and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of APRIL 10, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Williams	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	6	0	1	0

Duly recorded this _____ day of APRIL 2018.

Town Clerk

MOTION TO CONTRACT EHRLICH PEST CONTROL TO MAINTAIN MOSQUITO CONTROL FOR THE TOWN OF WACHAPREGUE BEGINNING IN APRIL 2018-MARCH 2019 FOR \$3,094.15.

Pursuant to motion made by **Councilman, CARLEE VINCENT**, and seconded by **Councilman, SANDIE PUCHALSKI**, for a Motion to approve EHRLICH PEST CONTROL TO MAINTAIN MOSQUITO CONTROL FOR THE YEAR BEGINNING APRIL 2018-MARCH 2019 FOR \$3,094.15 and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of APRIL 10, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Williams	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	6	0	1	0

Duly recorded this _____ day of APRIL 2018.

Town Clerk

MOTION TO DONATE \$1,000 TO THE WACHAPREGUE VOLUNTEER FIRE COMPANY FOR THEIR SERVICE TO THE COMMUNITY.

Pursuant to motion made by **Councilman, SANDIE PUCHALSKI**, and seconded by **Councilman CATHY JANCI**, for a Motion to approve DONATION OF \$1,000 TO THE WACHAPREGUE VOLUNTEER FIRE COMPANY and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of APRIL 10, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Williams	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	6	0	1	0

Duly recorded this _____ day of APRIL 2018.

Town Clerk

MOTION TO PURCHASE 2 “DOGGIE POO” STATION FOR A TOTAL OF \$600 AND WILL BE REIMBURSED BY THE VIRGINIA LITTER GRANT.

Pursuant to motion made by **Councilman, CATHY JANCI**, and seconded by **Councilman, ROBERT HODGSON**, for a Motion to approve THE PURCHASE OF 2 “DOGGIE POO” STATIONS IN THE AMOUNT OF and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of APRIL 10, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Williams	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	6	0	1	0

Duly recorded this _____ day of APRIL 2018.

Town Clerk

**TOWN OF WACHAPREAGUE
SPECIAL TOWN COUNCIL MEETING
APRIL 10, 2018**

COUNCIL PRESENT: Fred Janci, Mayor; Robert Hodgson, Vice Mayor; Sandie Puchalski;
Cathy Janci; Carlee Vincent; Robert Williams; Robert Bilicki
ABSENT: None
TOWN CLERK: Missy Wallace-Wessells

SPECIAL TOWN COUNCIL MEETING – FY 2018/2019 BUDGET

I. *Call to Order*

Mayor Fred Janci called the Special Town Council Meeting to order at 6:00 p.m. Tuesday, April 10 2017 in the Wachapreague Town Hall for the purpose of considering and approving the FY 2018/2019 Budget.

II. *Consideration and Approval of FY 2018/2019 Budget*

Mayor Fred Janci began the Special Town Council Meeting.

- A.** Mayor Janci explained VM Hodgson did most of the work on this budget and asked to turn the meeting over to him. The Town Council members agreed.
- B.** VM Hodgson began with discussion of the Port Of Wachapreague Budget. It was an open round table discussion. Each line of the budget was discussed using a “Roll Out” budget prepared by Bookkeeper Mary Jo Tatum to show what is expected for the remaining months of the Budget for 2018 FY.
- C.** VM Hodgson began discussing, with the Council, the Port’s Income then moved onto Expenses. A motion was made by VM Hodgson to approve the Proposed Budget for the Port of Wachapreague and was seconded by R. Bilicki for the amount of \$58,610. A Roll Call Vote was taken with all approving. They then moved onto the Town of Wachapreague Budget.
- D.** VM Hodgson began discussing, with the Council, the Town Of Wachapreague Income then moved onto Expenses. A motion was made by R. Williams to approve the Proposed Budget for the Town of Wachapreague and was seconded by R. Bilicki for the amount of \$113,218. A Roll Call Vote was taken with all approving.

III. *Call to Order*

The Proposed Budget for FY 2018/2019 will be discussed at the Public Hearing scheduled for Tuesday, May 8, 2018 at 6 p.m. for discussion.

IV. *Adjournment*

Mayor Janci closed the meeting with a unanimous agreement.

MAYOR

CLERK

MOTION TO APPROVE THE FY 2018/2019 PORT OF WACHAPREAGUE MARINA
BUDGET IN THE AMOUNT OF \$58,610.

Pursuant to motion made by **Councilman, VM HODGSON**, and seconded by **Councilman, R. BILICKI**, for a Motion to approve THE PORT OF WACHAPREAGUE MARINA BUDGET FOR FY 2018/2019 and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of APRIL 10, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Williams	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	6	0	1	0

Duly recorded this _____ day of APRIL 2018.

Town Clerk

MOTION TO APPROVE THE FY 2018/2019 TOWN OF WACHAPREAGUE
BUDGET IN THE AMOUNT OF \$113,218.

Pursuant to motion made by **Councilman, R. WILLIAMS**, and seconded by **Councilman, R. BILICKI**, for a Motion to approve THE PORT OF WACHAPREAGUE MARINA BUDGET FOR FY 2018/2019 and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of APRIL 10, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Williams	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	6	0	1	0

Duly recorded this _____ day of APRIL 2018.

Town Clerk

**TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
May 8, 2018**

COUNCIL PRESENT: Fred Janci, Mayor; Robert Hodgson, Vice Mayor; Robert Williams;
Robert Bilicki; Cathy Janci; Carlee Vincent

COUNCIL ABSENT: Sandie Puchalski

TOWN CLERK: Missy Wallace-Wessells

TOWN COUNCIL MEETING

- I. **Call to Order** –Mayor Fred Janci called to Order the Town Council Meeting at 7:00 p.m. on May 8, 2018, 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 floor for Public Comments.
 - Mayor Janci congratulated the election of the new council.
- IV. **Council Meeting**
 - Mayor Janci asked if everyone has reviewed the Special Budget Work Session Minutes and Regular Monthly Minutes from April 10, 2018. There were no additions or corrections. C. Vincent made a motion to approve the minutes and R. Williams seconded the motion. A vote was taken and all approved.
 - Kerry Allison with the Eastern Shore Tourism Commission gave a presentation of the Tourism Economy and the increase on the Eastern Shore of Virginia. R. Bilicki spoke about the Wachapreague Tourism Commission and a new project being designed of a “heart” shape. It will be to represent “love” of our town and planned to be placed at the bird watching lot on the south end of Atlantic Avenue. This will be presented to the Town of Wachapreague as a gift for everyone to enjoy and take pictures with similar to the “Love” sign in Cape Charles. R. Bilicki explained the idea come from people taking pictures at the gazebo for special occasions such as proms.
- V. **Review of Financial Report**

VM Hodgson reported:

Town Of Wachapreague: VM Hodgson reviewed the financials with the Town Council members. He reviewed the Town has a net profit at the present of \$8,700.

 - VM Hodgson stated the spoil site has been registered and the attorney’s determination was the same as previously stated.
 - VM Hodgson reviewed taxes past due.
 - VM Hodgson asked for any questions. He moved forward to review Port of Wachapreague financials.

Port Of Wachapreague: VM Hodgson reviewed the financials with the Town Council members. VM Hodgson stated things are doing well. R. Williams made a motion to accept the financials for the Town and Marina and R. Bilicki seconded the motion. A vote was taken and all approved.

VI. Unfinished Business

A. Marina – (S. Puchalski was absent but sent a note to Mayor Janci)

- Mayor Janci reported dock work is complete; electrical work is complete; and money was left over from the VPA Grant. S. Puchalski is looking into purchasing a Handicap Lift with some of the money remaining from the grant. She will have a decision soon.
- The Founder Tournament was successful and the marina collected \$770 in ramp fees, \$700 in season passes and \$775 in transient slip fees for a total of \$2,245.
- Mayor Janci discussed a letter from Ed Poscovac, owner of the old Wachapreague Marina, concerning the difficulty with the Virginia Health Department. All vessels must be removed from the property. Mayor Janci is questioning the difference with other marina operations with similar situations. Mayor Janci has contacted Pungoteague District Supervisor Donald Hart concerning this matter and Mr. Hart will be checking into this. The Wachapreague Planning Commission has reviewed allowing a pump and haul but will not make a final decision until Mr. Poscovac submits a formal request. R. Bilicki requested to contact the attorney and have a letter sent to Mr. Privet, Virginia Health Department, asking for explanation of requirements. VM Hodgson suggested S. Puchalski be the contact since she was involved since the purchase. All agreed. A discussion continued concerning the hardship of this marina being closed. The Council discussed ways to assist to remedy this situation.

B. Town Maintenance/Garbage (Repairs)

- Per report from S. Puchalski, Mayor Janci stated Brown's Doors will installing the roll up doors at the concession stand. Once this is done the lawn mower will be purchased and housed there.

C. Powell Park

- Per S. Puchalski's notes, Mayor Janci reported a check was received from VML Insurance to repair the historic grave yard at Powell Park and to remove downed trees from storm damage. Simpson Tree Service will remove the trees and volunteers will help repair the tomb stones.

D. Town Hall Beautification

- C. Janci had nothing to report.
- R. Bilicki stated the shed and fencing has been removed. His concern is the fuel tanks sitting on the ground. A discussion ensued concerning location of tanks. R. Bilicki stated the painters are coming to paint the Town Hall. An agreement was made to contact S. Puchalski concerning this matter.
- R. Bilicki has a donation of concrete pavers that can be used for walking path or under picnic tables.
- C. Janci stated a deck was found for the Town Clerk in order to turn her around to face the door.

E. Streets and Drainage

- R. Williams reported on the meeting with Davis, Bowen and Friedel. In order to get a Federal Grant to pay 75% of the project, the town must be prepared to finance 25%. This could be done by charging a drainage fee to the property owners. A discussion ensued and will be continued.
- R. Williams reported on speeding on Main Street. A discussion of possible solutions to help this situation. Mayor Janci suggested contacting Sheriff Godwin to set up radar outside town limit.

F. Safety and Security

- Nothing to report.

G. Tourism

- R. Bilicki stated the “heart” sign was discussed.
- R. Bilicki stated the Kellar tourism sign will be repaired and cleared by the next meeting.
- R. Bilicki stated the Tourism Commission discussed flying the town flags continuously from Memorial Day to Labor Day. The flags would be maintained with the use of some reserve money. R. Bilicki suggested raising the brackets to avoid the tall boats coming down Main Street. Mayor Janci suggested contacting ANEC to ask about requirements for such installation. VM Hodgson stated to put all the ideas and expenses together and present it at the next meeting.
- VM Hodgson told R. Bilicki that Jamie and Jay Aigner were at the tennis court measuring the court to play “Pickelball”. VM Hodgson stated they play and this seems to be growing in popularity. Visitors to the town may enjoy this. R. Bilicki will check into this.

H. Zoning Administrator’s Report

- Mayor Janci stated he recently signed a permit for a roof.
- Mayor Janci stated property owners have done lots of work to the home without contacting the town or receiving a permit from the county. This is a violation. Accomack County Zoning is checking into this matter.

I. Floodplain Administrator/CRS Coordinator/ A-NPDC

- VM Hodgson stated nothing to report. He is keeping up with the progress of the drainage issue.

J. Planning Commission

- VM Hodgson presented a handout with total of decals and tags issued. The Town Clerk Missy has a list of all vehicles, utility trailers, motorcycles and golf carts that are tagged in the town. VM Hodgson stated a list is generated by Accomack County with all vehicles registered in the town. Mayor Janci stated the golf carts are on an honor system because they are not taxed in Accomack County.
- VM Hodgson presented notes of dilapidated and overgrown properties presented by R. Williams and R. Bilicki. VM Hodgson has recommended a copy of the ordinances be presented to all council members. He continued explaining the council member in charge of an area should be informed and follow up with the situation.
- VM Hodgson stated the park rules need to be posted at the entrances, kiosks and parks. Mayor Janci asked to add no skateboards allowed in tennis court or gazebo. R. Bilicki requested to add time is sunrise to dusk unless otherwise approved. VM Hodgson made a motion to accept the changes and C. Vincent seconded the motion. A vote was taken and all approved.
- A motion was then made to post the rules at the Powell and Seaside Park at the kiosk, ball field, entrances, and pavilion and tennis court by VM Hodgson and seconded by C. Vincent. A vote was taken with all approving.

K. Mosquito Control

- C. Vincent stated mosquito control was approved last meeting and will begin next week.

L. Seaside Park

- Mayor Janci stated Spring Cleanup is set for May 12, 2018 from 9am-3pm and May 19, 2018 is the rain date. Mayor and Mrs. Janci will purchase lunch for everyone.
- R. Williams and Tomeka will not be available but will do work later.

M. Legal

- Mayor Janci stated nothing new to report.
- VM Hodgson reported the total fees are being calculated to move forward with court proceedings on delinquent taxes. It was discussed to investigate proceeding with collection of the returned check and fees.
- R. Bilicki stated Northampton County advertises derelict property in the paper. It was discussed if the Town of Wachapreague can post these properties in the paper to demand cleaned up. This will be checked into with attorney. VM Hodgson stated a follow up program must be developed and enforced. A list was asked to be generated and presented to VM Hodgson of these properties.

VII. New Business

- Mayor Janci stated nothing to report.

Announcements

- Mayor Janci stated nothing to report.
- VM Hodgson announced Sunday is Mother’s Day.

Adjournment

Motion was made by VM Hodgson and seconded by C. Janci to adjourn. All approved.

MAYOR

TOWN CLERK

mw

05/8/18

**TOWN OF WACHAPREAGUE
SPECIAL TOWN COUNCIL MEETING
May 8, 2018**

COUNCIL PRESENT: Fred Janci, Mayor; Robert Hodgson, Vice Mayor; Cathy Janci;
Carlee Vincent; Robert Williams; Robert Bilicki

ABSENT: Sandie Puchalski

TOWN CLERK: Missy Wallace-Wessells

**PUBLIC HEARING – TO ADDRESS ANY QUESTIONS CONCERNING THE PROPOSED FY 2018/2019
BUDGET AND AMENDMENT OF THE FY 2017-2018 BUDGET**

I. *Call to Order*

Mayor Fred Janci called the Public Hearing to order at 6:40 p.m. Tuesday, May 8, 2018 in the Wachapreague Town Hall for the purpose of public comments concerning the proposed FY 2018/2019 Budget. The topic of exceeding the FY 2017/2018 by over 1% in nine (9) accounts will be discussed and amendments to balance the budget will be decided. Mayor Janci made note that no one has attended to object to the proposed budgets. Attending the Public Hearing are five (5) Town Council Members, the Mayor and Town Clerk. Mayor Janci stated the budgets have been published in the newspaper and the post office.

II. *Approval of FY 2017/2018 Amended and Proposed 2018/2019 Budget*

Mayor Janci began with the Port of Wachapreague Proposed Budget and asked for any discussion.

- A.** VM Hodgson provided a copy of the budget. VM Hodgson made a motion that the Port of Wachapreague Town Marina 2017/2018 Amended Budget be approved as advertised and C. Janci seconded the motion. A “Roll Call” vote was taken with all approving.
- B.** VM Hodgson moved onto the Town of Wachapreague 2018/2019 Proposed Budget. After no questions, VM Hodgson made a motion to approve the 2018/2019 Town of Wachapreague Budget and R. Williams seconded the motion. A “Roll Call” vote was taken with all approving.
- C.** VM Hodgson discussed the amendments made to balance the excess expenditures for FY 2017/2018 Town of Wachapreague Budget. An agreement was made and a motion made by VM Hodgson to approve the Amended FY 2017/2018 Budget. C. Janci seconded the motion. A “Roll Call” vote was taken and all approved.

D. VM Hodgson asked the Council to review the FY 2018/2019 Port of Wachapreague Marina Proposed Budget. There was no discussion and a motion was made by VM Hodgson to approve the Proposed Budget. C. Janci seconded the motion. A "Roll Call" vote was taken with all approving.

III. *Adjournment*

Mayor Janci asked for any other discussion on these topics. A motion was made by C. Vincent and seconded by VM Hodgson to adjourn. A vote was taken with all approval.

MAYOR

CLERK

mw
05/08/18

MOTION TO APPROVE THE FY 2018/2019 PORT OF WACHAPREAGUE MARINA
BUDGET IN THE AMOUNT OF \$58,610.

Pursuant to motion made by **Councilman, VM HODGSON**, and seconded by **Councilman, R. BILICKI**, for a Motion to approve THE PORT OF WACHAPREAGUE MARINA BUDGET FOR FY 2018/2019 and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of APRIL 10, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Williams	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	6	0	1	0

Duly recorded this _____ day of APRIL 2018.

Town Clerk

MOTION TO APPROVE THE FY 2018/2019 TOWN OF WACHAPREAGUE
BUDGET IN THE AMOUNT OF \$113,218.

Pursuant to motion made by **Councilman, R. WILLIAMS**, and seconded by **Councilman, R. BILICKI**, for a Motion to approve THE PORT OF WACHAPREAGUE MARINA BUDGET FOR FY 2018/2019 and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of APRIL 10, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Williams	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	6	0	1	0

Duly recorded this _____ day of APRIL 2018.

Town Clerk

**TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
June 12, 2018**

COUNCIL PRESENT: Fred Janci, Mayor; Robert Williams; Robert Bilicki; Cathy Janci;
Carlee Vincent; Sandie Puchalski

COUNCIL ABSENT: Robert Hodgson, Vice Mayor

TOWN CLERK: Missy Wallace-Wessells

TOWN COUNCIL MEETING

- I. **Call to Order** – Council Member S. Puchalski called to Order the Town Council Meeting at 7:00 p.m. on June 12, 2018, in the Wachapreague Town Hall.

- II. **Pledge of Allegiance** – Council Member S. Puchalski lead the Council in the Pledge of Allegiance.

- III. **Public Comments** – Council Member S. Puchalski opened the floor for Public Comments.
 - A. Joeckel wanted to express the appreciation of the services Vice Mayor R. Hodgson has done for the town and community. VM Hodgson was not in attendance but will be notified of the comment.
 - V. Vincent expressed the appreciation of all the member’s hard work and the job well done during their term. Mayor Janci also thanked the Council for the hard work done during the term of 2016-2018.

- IV. **Council Meeting**
 - Mayor Janci asked if everyone has reviewed the Public Hearing Minutes and Regular Monthly Minutes from the May 8, 2018. There were no additions or corrections. S. Puchalski made a motion to accept the minutes for the Public Hearing and Regular Monthly Meeting and C. Janci seconded the motion. A vote was taken and all approved.
 - The Proposed Budget for FY 2018-2019 was presented for approval. The Town of Wachapreague Budget was discussed and a motion was made by C. Janci to approve. R. Williams seconded the motion. A Roll Call Vote was taken with 5 yes and 1 absent votes. The Port of Wachapreague Budget was discussed and a motion was made by S. Puchalski and seconded by C. Janci. A Roll Call Vote was taken with 5 yes and 1 absent.
 - A discussion ensued concerning the outstanding balance on 2 properties owned by the same person that has been unpaid since 2014. The attorney has been involved. It was suggested to investigate filing a judgement by the Town. A. Joeckel suggested applying a DMV Stop on the owner. Clerk Wessells will look into this.

V. Review of Financial Report

Mayor Janci reported:

Town Of Wachapreague: Mayor Janci reviewed the financials with the Town Council members. It was stated the expenses were slightly over the budget by 2%. This was partly due to the expense of recording plat in Accomack County of the spoil site.

Port Of Wachapreague: Mayor Janci reviewed the financials with the Town Council members. Mayor Janci stated things are doing well and income is up by about 7%.

A motion was made by C. Janci to approve the financials for the Town of Wachapreague and S. Puchalski seconded the motion. A vote was taken and all approved.

A motion was made by R. Williams to approve the financials for the Port of Wachapreague and R. Bilicki seconded the motion. A vote was taken and all approved.

VI. Unfinished Business

A. Marina – S. Puchalski reported the Port received the VPA Grant for FY 2018-2019 in the amount of \$15,000. This Grant will repair/replace the break water boards on the docks.

- S. Puchalski reported the Handicap Lift has been received and currently waiting on the brackets.
- It was suggested to update the website to advertise the lift.
- It was also discussed the liability of the lift. Signs will be posted to use at own risk.

B. Town Maintenance/Garbage (Repairs)

- S. Puchalski stated has gotten no response from Brown's Doors.

C. Powell Park

- S. Puchalski reported concerning storm damage and VML claim. Simpson Tree Service has remove the trees and USCG will do clean-up of park. Fence is being repaired/replaced.
- R. Williams would like to ask J. Paul to blow out grave yard. R. Williams and Tomeka would like to take over and plant grass.
- It was reported that Thomas at Atlantic Granite restores historic grave markers. He will be contacted concerning damaged markers.
- R. Williams wants sign placed as landmark of historic grave site. He will check into this.

D. Town Hall Beautification

- C. Janci had nothing to report.
- R. Bilicki stated suggested color pallets have been displayed on Town Hall per Kathy Bilicki. It was asked to have the Council review and decide on.
- R. Bilicki requested to schedule the moving of fuel tanks. S. Puchalski stated once the garage doors were installed and area fenced in for security will be best. It was agreed to do so.
- R. Bilicki stated an Artist Workshop will be in Town soon and an electric car charging station was requested for a visitor. The closest is in Onancock at the Bed & Breakfast. R. Bilicki would like to look into creating a charging station at the Town Hall. He will gather more information and bring back to Council.
- C. Janci stated Sandie and Richie Puchalski have donated the paint for the inside of town hall. The colors will be off white with teal curtains.
- C. Janci asked to approve purchase of a safe or contact a locksmith to look at the file cabinet lock. There needs to be a secure location for holding money until it is deposited. Missy will look for a locksmith to check out the file cabinet.

E. Streets and Drainage

- S. Puchalski shared a message from MiMi Sedjat that the drainage issue has greatly improved and signs replaced on her street.
- R. Williams reviewed the updates of the potholes and signs repaired in town by VDOT.

F. Safety and Security

- R. Williams stated people are speeding in town. Ideas were discussed to slow down traffic (radars, speed bumps, lines on road and grooves in road).
- Mayor Janci asked R. Williams to look into possibilities to improve this problem.
- It was reported that the Sysco truck was speeding out of town this afternoon. Mayor Janci asked Missy to report this tomorrow.

G. Tourism

- R. Bilicki stated a tourism meeting was held last Friday. He was very happy with the turnout of the Shore Girls Flounder Tournament being held on the 23rd. The same weekend Current Reflections will have an artist workshop. The Wachapreague Inn is filled.
- R. Bilicki discussed the “Crabcake Cookoff” event scheduled for Saturday September 30th. This will be the 5th year. He would like to put his energy into this event and not to pursue the Harvest Festival this year. Everyone agreed.
- A. Elliott suggested having a farmers market similar to Onancock Town Square. Mayor Janci stated everyone is welcome to set up at our town wide yard sales. Vendors want to go to an area with a traffic of buyers and Wachapreague doesn’t have this on a regular basis.
- R. Bilicki stated the Kellar sign has been cleared of debris. He stated it still has some repairs to be done.

H. Zoning Administrator’s Report

- Mayor Janci stated he has a couple of permits to approve.

I. Floodplain Administrator/CRS Coordinator/ A-NPDC

- VM Hodgson was absent and nothing to report

J. Planning Commission

- VM Hodgson was absent and nothing to report.

K. Mosquito Control

- C. Vincent stated mosquito control was performed on June 2nd and Sean did the work. Erhlick has not been contacting the town back when a call is placed. Mayor Janci stated to contact the District Manager to get answers.

L. Seaside Park

- Mayor Janci stated the 4th of July Event is coming up.
- Mayor Janci asked Missy about the list of people coming. Missy will contact social media and newspapers to advertise the event.
- C. Janci stated the sky divers are scheduled to land.
- Mayor Janci asked for volunteers for the event. It was suggested to have a meeting to sign up people for tasks. It was agreed to have the meeting on the 19th at 7pm. Other items to discuss – Nikki-bathrooms; Cathy-health dept.; Cathy-food.
- R. Bilicki suggested a grill be placed in Seaside Park for the visitors to use. After a discussion, this will be investigated due to the provisions when purchasing this property from Nature Conservancy.

- Mayor Janci stated J. Paul was supposed to cut grass, trim and round up the beds. He has not been weeding the beds. C. Janci stated Michael Scott is spraying full time and may be worth call for mosquito control.

M. Legal

- R. Bilicki stated the derelict houses need to be addressed and cleaned up. Missy will be sending letters to these people requesting work to be completed with a short time frame. If not completed, the town will have it done at the expense of the homeowner.
- R. Bilicki stated people have been staying in the old gas station. The property is zoned commercial and only has a toilet and sink. The people are bathing at John Carr's house.

VII. New Business

- Mayor Janci stated the new town council will be sworn in at the next TC Meeting on July 10th.

VIII. Announcements

- Mayor Janci stated nothing to report.
- R. Bilicki requested "derelict homes" be place on the agendas to follow.

IX. Adjournment

Motion was made by Robert Bilicki and seconded by S. Puchalski to adjourn. All approved.

MAYOR

TOWN CLERK

mw

06/12/18

MOTION TO APPROVE THE PROPOSED FISCAL YEAR 2018-2019 BUDGET FOR
THE TOWN OF WACHAPREAGUE.

Pursuant to motion made by **Councilman, C. JANCI**, and seconded by **Councilman, R. WILLIAMS**, for a Motion to approve the proposed FY 2018-2019 Budget for the Town of Wachapreague and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of June 12, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson				X
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Williams	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	5	0	1	1

Duly recorded this _____ day of JUNE 2018.

Town Clerk

MOTION TO APPROVE THE PROPOSED FISCAL YEAR 2018-2019 BUDGET FOR
THE PORT OF WACHAPREAGUE

Pursuant to motion made by **Councilman, SANDIE PUCHALSKI**, and seconded by **Councilman, C. JANCI**, for a Motion to approve MOVING FORWARD WITH THE BEAUTIFICATION OF THE WACHAPREAGUE TOWN HALL DONATION and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of MARCH 13, 2018.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson				X
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Williams	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	5	0	1	1

Duly recorded this _____ day of JUNE 2018.

Town Clerk

TOWN OF WACHAPREAGUE TOWN COUNCIL MEETING July 18, 2018

COUNCIL PRESENT: Fred Janci, Mayor; Robert Williams; Robert Bilicki; Sandie Puchalski;
David Goauk; Katherine Bilicki; Kenneth Swick

COUNCIL ABSENT: None

TOWN CLERK: Missy Wallace-Wessells

OATH OF OFFICE

- The new Town Council of Wachapreague for the term of July 1, 2018 – June 30, 2020 was sworn into Office to serve the citizens of the town.
- The Oath of Office was administered by Donna Belote of the Accomack County Clerk's Office.
- Mayor Janci congratulated the newly elected council.

TOWN COUNCIL MEETING

- I. **Call to Order** – Mayor Janci called to Order the Town Council Meeting at 7:07 p.m. on July 10, 2018, 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 floor for Public Comments.
 - Angela King (William & Mary Law School) and Dr. Michelle Covi (Old Dominion University) presented a multidisciplinary program called RAFT (Resilience Adaptation Feasibility Tool). This program is divided into 3 categories- a score card; findings; and interpretation. The RAFT Program is to assist coastal communities to anticipate threats, reduce the community's vulnerability, respond to and recover from hazardous events and chronic stresses to the areas. Wachapreague was evaluated and the results were presented during this presentation. The RAFT Program will be hosting a workshop on August 14th at the Eastern Shore Community College from 9-3. The speakers are asking for at least 10 people from each county to attend.
 - A presentation by Jay Ford, Executive Director Shore Keepers and Terra Pascarosa, OCEANA concerning hazards and dangers to the ecosystem with Off Shore Drilling. It was explained that is approved, drilling could take place up to three miles from the coastline. They requested the Town to Wachapreague to pass a resolution opposing off shore drilling in Virginia. Currently ten resolutions have been passed opposing off shore drilling in Virginia. They will be talking to other areas and hope for more resolutions in the near future. Mayor Janci requested to put this topic on the agenda for discussion at the August meeting.
- IV. **Council Meeting**
 - Mayor Janci asked if everyone has reviewed the Regular Monthly Minutes from the June 12, 2018. There were no additions or corrections.
 - R. Bilicki made a motion to accept the minutes and S. Puchalski seconded the motion. A vote was taken and all approved.
- V. **Review of Financial Report**

Mayor Janci reported:

Town Of Wachapreague:

- Mayor Janci reviewed the financials with the Town Council members. Mayor Janci stated this was the last month of the fiscal year financials (June 2018) but the final totals will not be available until September or October.
- R. Bilicki had a question concerning the Tourism Reserve account. It will be discussed with Mary Jo to clarify the information.
- There were other expenses discussed and clarified by Mayor Janci.

Port Of Wachapreague:

- Mayor Janci reviewed the financials with the Town Council members.
- Mayor Janci explained these totals are incomplete due to the outstanding transactions.
- S. Puchalski made a motion to accept the incomplete financials as they are and R. Williams seconded the motion. A vote was taken and all approved.

VI. Unfinished Business

A. Marina

- S. Puchalski reported quotes will be gotten for break water boards. This is the new VPA Grant for FY 2018-2019 project. The total project approved was up to \$20,000 with a 75% reimbursement.

B. Town Maintenance/Garbage (Repairs)

- S. Puchalski moved forward to include Powell Park.

C. Powell Park

- S. Puchalski explained she would recommend a change to the plans to relocate the town fuel tanks. The plans were to place the tanks Powell Park next to the concession stand.
- S. Puchalski began explaining the plans for Powell Park. A work party is scheduled for next Wednesday (7/18/18) with the USCG and citizens to clean up the grave yard. This may include grading, filling and seeding. She will purchase wood to fix the fencing to the back.
- S. Puchalski returned to the issue of the fuel tanks. She explained due to issues with video for security and expense of moving, another option may be available. She proposed to move the tanks to the Marina parking lot. She suggested to position the tanks beside the shed on the east side of the building. Fencing the area and installing an additional camera will keep it secure. S. Puchalski estimated a savings of \$1,500 - \$2,000 compared to relocation to Powell Park. Mayor Janci questioned the previous project's approval. S. Puchalski stated it was approved and these changes will save this amount.
- After a discussion, R. Williams made a motion to approve the relocation of the fuel tanks to Town Marina parking lot. R. Bilicki seconded the motion.

D. Town Hall Beautification

- Mayor Janci stated this area is open for a new chairman as well as others. These responsibilities will be decided later in the meeting.
- R. Bilicki spoke concerning the current project at Town Hall. He stated he needed approval of the colors to begin the painting. After a discussion, it was decided to paint the building "Sweet" (yellow beige); the door royal blue; the entrance aqua; and the trim white. The plan also include an information area on the building. Everyone agrees this will be nice when complete.
- S. Puchalski stated she has the materials to paint the inside of Town Hall. She will be scheduling a work party to get this done.

E. Streets and Drainage

- R. Williams stated he has been talking with Davis, Bowen and Friedel and has received a DVD of the drainage ditch. He stated he is waiting for a quote on the design.
- R. Williams stated he has contacted VDOT and ANEC concerning the overgrown trees around town needing trimming. They will be looking into trimming the trees.

F. Safety and Security

- R. Williams stated the concern of stop sign violations. He suggested painting white lines at intersections and cross walks. Suggested areas for cross walks were: USPS, Atlantic Ave and Main St., Lilliston Fish House, Town Marina, and VIMS.
- R. Bilicki stated VDOT is required to have a “stop bar” at every stop sign. R. Williams will call VDOT to have bars painted.

G. Derelict Properties

- R. Williams and R. Bilicki agreed to create a list of properties that are derelict and will review the ordinances concerning violations.
- R. Bilicki discussed possible solutions to improve the real estate value within the Town.
- Clerk Wessells stated letters to derelict property owners are sent several time per year.
- The Council discussed other issues concerning ordinance noncompliance. The Council agreed to revisit this topic at the next meeting.

H. Tourism

- R. Bilicki stated the Tourism Committee agreed to make the Crab Cake & Apple Pie contest a main event for the Town. R. Bilicki stated the plan to have paying vendors set up.
- R. Bilicki thanked the volunteers who helped during the 4th of July Event. It was suggested to plan 3-4 months in advance. R. Williams stated he started a plan for next year’s event. It was also suggested to move to Powell Park next year. R. Bilicki suggested to have event as an appreciation to the citizens of the Town instead of a fundraiser. Everyone agreed.
- R. Bilicki asked if maintenance crew can replace bulbs at Painter billboard.
- R. Bilicki would like to implement a work order program to have work completed by maintenance crew. A discussion continued and R. Bilicki will look into this matter.

H. Zoning Administrator’s Report

- Mayor Janci stated Randy Lewis Jr has inquired about moving his house. Nothing has been filed at this time.

I. Floodplain Administrator/CRS Coordinator/ A-NPDC

- Mayor Janci stated nothing currently to report. This seat is currently open.

J. Planning Commission

- Mayor Janci stated nothing currently to report. This seat is currently open. D. Goauk was asked to take over but will be submitting his resignation from this committee. Currently on the committee is: A. Joeckel, M. Sedjat. K. Bilicki agreed to be chairman. There is still 1 seat open. K. Bilicki will need to be voted into office at the August meeting.

K. Mosquito Control

- Mayor Janci stated nothing currently to report. This seat is currently open.

L. Seaside Park

- Mayor Janci stated everything has been previously discussed.

M. Legal

- Mayor Janci stated an ordinance needs to be voted on. Ordinance VI-10 will have the following name changes:

***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 SECTION
2.2-4501 OF THE VIRGINIA CODE.***

¶ 6 **WHEREAS.** The Town of Wachapreague has the authority and responsibility under Virginia law to determine the manner in which public funds other than sinking funds under the Town Councils control will be invested;

PREVIOUSLY WRITTEN :(**WHEREAS.** John Joeckel, Councilman of)

§3 that the Mayor and Town Council of the Town of Wachapreague will designate a Councilman of the Town of Wachapreague to serve as trustee of the Town of Wachapreague with respect to the Trust Fund, and to determine what funds under the Town Council's control shall be invested in the Trust Fund.

PREVIOUSLY WRITTEN :(That the Mayor and Town Council of the Town of Wachapreague will designate John Joeckel, Councilman)

§4 That the Town of Wachapreague hereby authorizes the duly designated Trustee to execute and deliver the Trust Joinder Agreement for Participating Political Subdivisions under VACo/VML Virginia Investment Pool ("Trust Joinder Agreement"), a copy of which is attached and incorporated by reference in this ordinance as Exhibit B.

PREVIOUSLY WRITTEN :(That the Town of Wachapreague hereby authorizes John Joeckel, Chairman to ...)

- A motion was made by S. Puchalski to make the specific changes to Ordinance VI-10 and seconded by K. Bilicki. A vote was taken and all approved.

VII. New Business

- Mayor Janci stated assignment of Town duties will take place during the August meeting. All agreed.

VIII. Announcements

- Mayor Janci stated nothing to report.

IX. Adjournment

- Motion was made by S. Puchalski and seconded by K. Bilicki to adjourn. All approved.

MAYOR

TOWN CLERK

mw

7/10/18

**TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
August 14, 2018**

COUNCIL PRESENT: Fred Janci, Mayor; Robert Williams; Robert Bilicki; Sandie Puchalski; David Goauk; Katherine Bilicki; Kenneth Swick

COUNCIL ABSENT: None

TOWN CLERK: Missy Wallace-Wessells

TOWN COUNCIL MEETING

- I. **Call to Order** – Mayor Janci called to Order the Town Council Meeting at 7:00 p.m. on August 14, 2018, 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 floor for Public Comments.
 - There were no public comments to share.
- IV. **Council Meeting**
 - Mayor Janci asked if everyone has reviewed the Regular Monthly Minutes from the July 10, 2018. There were no additions or corrections.
 - R. Williams made a motion to accept the minutes and R. Bilicki seconded the motion. A vote was taken and all approved.
- V. **Review of Financial Report**

Mayor Janci reported:

Town Of Wachapreague:

 - Mayor Janci stated the Incomplete End of Year 2017-2018 Financials were approved as incomplete last month. Once the End of Year Financials are completed, they will be reviewed and voted on. They are expected to be ready in September or October 2018.
 - Mayor Janci asked to have Mary Jo, bookkeeper to prepare the Comparison Budget vs Actual Report next month.
 - Mayor Janci stated spending needs to be tracked closely to avoid going over the budget. K. Bilicki asked if there were extra expenses this year. Mayor Janci explained the extra expenses not budgeted. All questions were answered concerning this matter.
 - Clerk Wessells asked the Council to review the 2018-2019 Budget omissions. #1-Marina Dredging Reserve is a reserve account and not used to balance budget. #2-Seaside Park Expense was agreed to be established as \$2,400 not \$1,000. These adjustments will balance the budget at \$171,828. A motion to make the correction was made by S. Puchalski and seconded by K. Swick. A Roll Call vote was taken with 6 yes and Mayor Janci abstaining. Motion passed.
 - Mayor Janci asked for a motion to approve the “pass through” of the VFP Fire Grant to the Wachapreague Volunteer Fire Company in the amount of \$10,000. A motion was made by S. Puchalski and seconded by K. Swick. A Roll Call vote was taken with 6 yes and Mayor Janci abstaining. Motion passed.

Port of Wachapreague:

- Mayor Janci reviewed the financials with the Town Council members.

S. Puchalski made a motion to approve the Town of Wachapreague and Port of Wachapreague Marina financials and D. Gouak seconded the motion. A vote was taken and all approved.

VI. Unfinished Business

A. Marina

- S. Puchalski reported VPA Grant of \$32,634.88 was received August 8, 2018. She stated bids for next year have been solicited for repairs of breakwater boards.
- S. Puchalski reported the handicap lift was installed on the floating dock. Once installed, it was found the lift could not rotate if locked. S. Puchalski's concern was theft/vandalism if left out. To remedy the issue, sign will be installed to notify the Marina or Town Office 24 hours in advance, to have access to the lift. Also a sign to "Use At Own Risk" will be installed. The lift will be stored in the Marina shed for easy access. It was discussed to have a waiver signed by users to avoid liability and instruction for proper use. All agreed.
- K. Bilicki stated this is a great thing to have (HP Lift) for people to use.
- K. Swick suggested contacting VML Insurance concerning liability. Mayor Janci suggested to update our websites concerning the new equipment. All agreed.
- A discussion concerning the Old Wachapreague Marina ensued concerning boat storage and operation of business. Currently the business is not operational and unsure of status. R. Williams suggested to send a certified letter explaining what will be needed to approve a temporary pump and haul permit. The Council will wait for the owner to formally request the permit.

B. Town Maintenance/Garbage (Repairs)

- S. Puchalski moved forward to include Powell Park.

C. Powell Park

- S. Puchalski explained she is trying to get a work day to finish the concession stand with the USCG. K. Swick asked if the Town should get a gift card from the Island House for all the work they have done. S. Puchalski stated she feeds them very well.
- S. Puchalski stated Richie Puchalski will get dirt and seed has been purchased to grade, fill and seed the grave yard. She will let the Council know when a date is set. Later September was suggested as a better time of year to do this. It was agreed.
- K. Bilicki stated R. Williams and Tomeka adopted a grave stone at Powell Grave Yard. She suggested developing a program of adopting a grave stone by citizen. S. Puchalski stated she had this idea also but wanted to clean up the area first. K. Bilicki suggested developing the project now would interest people to help with the cleanup. Citizens were named who have shown interest in helping with this project. R. Williams suggested contacting a lady who speaks about and repairs old headstones.
- K. Bilicki offered to oversee the project. S. Puchalski stated she would provide the maintenance.
- R. Williams suggested identifying all the markers and placing a sign showing the names and any information of each person.
- Clerk Wessells brought up the "Artisan Walking Trails" in Wachapreague and are they linked to the grave yard. K. Bilicki stated including Architectural Genealogy associated with the grave markers. This could link the graves to the homes they once lived in. She stated there is so much history here and it would be interesting to see how many people would like to participate. She suggested setting up a workshop and how many town's people would be interested. Parksley has a booklet with that information. R. Williams suggested sitting down with the older citizens and recording important details of Wachapreague's history. The following people were

suggested to interview: Norma Hickman, Shirley Griffin, Bonnie Hill and others families living here for generations. It was also suggested to contact Facebook Wachapreague Memories founder Lennie Core to add some input to this workshop. It was asked who Lennie was related to. Clerk Wessells stated his family goes back several generation but believes grandfather was a boat captain. She stated her family could add lots of information since she is a 4th generation Wachapreaguer. Mayor Janci asked K. Bilicki if she would be interested in heading this program and K. Bilicki stated yes she would. Mayor Janci stated Allen (store owner across from Town Hall) would be happy to display things in the windows. R. Bilicki stated prior to Captain Turner's passing, a desk with memorabilia was available for this project. K. Bilicki suggested to make this a group project and this would build comradery within the town. This project would be interesting for visitors coming to town. Clerk Wessells stated this would not be strictly a town project since many families have members in other places. The Captain Parkers' have family in other states such as Hawaii that would love to participate. Mayor Janci suggested some educational plaques at homes with historical importance.

D. Town Hall Beautification

- K. Bilicki stated the painting is complete. R. Bilicki stated the fuel tanks, pavers and trellis' need to be completed. Also the light over the front door and directory board are left to complete. Clerk Wessells stated a mail drop for the front door was also approved. Mayor Janci offered the Masonic Lodge directory. R. Bilicki stated this would not work due to the size.
- R. Bilicki would like to make a list for the maintenance crew to complete around Town Hall. He would like them to edge the sidewalks using the weed eater. Clerk Wessells was asked to have them complete this task.
- Mayor Janci stated the duties need to be reviewed and this should be added as a regular task.
- R. Bilicki stated the new council should review the maintenance crew job description and duties. A discussion ensued concerning additional time available due to the purchase of the new zero turn mower.
- S. Puchalski will conduct an inventory of equipment and locations. It was stated R. Hodgson recently conducted an inventory. Clerk Wessells has a copy of the depreciation schedule from the accountant on file.

E. Streets and Drainage

- R. Williams stated he contacted ANEC about trees growing into the power lines. They sent Asplundh to cut back the trees. Mayor Janci asked them to dump some mulch off at the park.
- R. Williams discussed the RAFT program. This program is designed to assist citizens after a major storm. Planning ahead could prevent damage following a severe storm. This includes the placement of new trees planted near power lines.
- Mayor Janci stated a pot hole on Brooklyn Avenue (Ed Nelson) and R. Williams stated another on Bayview and Brooklyn Ave.

F. Safety and Security

- R. Williams stated nothing new to report.

G. Derelict Properties

- S. Puchalski stated the Button house at the corner of Powelton and Church St. has been clean up. Clerk Wessells stated the owner responded to the letter sent concerning cleaning up the property. The owner was trying to find someone to do the work. The owner also discussed possible selling the property.

- K. Bilicki suggested putting together a list with names, numbers and specialty. Vendors can contact the office to be placed on the list. The list can be distributed to anyone requesting it. She also suggested having the company request to be placed on the list.
- The Barnes property was discussed and R. Bilicki will be checking into options for this. Other properties were discussed and will be checked on.

H. Tourism

- R. Bilicki stated Clerk Wessells will take care of the Town Wide Yard Sale.
- R. Bilicki stated the Crab Cake Cookoff and Apple Pie Contest will be pot luck dinner. This will also be following the Marine Science Day at VIMS. The event will start at 5 pm.

H. Zoning Administrator's Report

- Mayor Janci stated there has been a lingering noise complaint from Lilliston's Seafood. S. Puchalski stated she has purchased a noise meter and will go check the levels. Mayor Janci stated a noise reduction mediation has been offered but has not been able to talk to Darryl. Mayor Janci stated this issue can be resolved with a noise barrier. A discussion ensued and the conclusion was to speak with Darryl concerning the noise issue.
- S. Puchalski stated complaints have been made concerning loose chickens in town. A discussion ensued and the conclusion was, per the Town Ordinance, animals must be caged on property.

I. Floodplain Administrator/CRS Coordinator/ A-NPDC

- Mayor Janci stated a RAFT workshop was conducted today and several people attended. Ideas were discussed concerning procedures during a storm. This included such things as: emergency maps, local contacts for town's people (i.e.: gas cut off), and house numbers with residential status. It was discussed the extensive coordination needed to protect the citizens of the town. Several ideas were discussed to develop an Emergency Plan. K. Bilicki suggested sending information sheets and hosting a gathering for interested citizens to assist with this project. It was agreed to continue this discussion next month.
- R. Bilicki requested clarification of information that Town Hall has been flooded. The topic was discussed.
- Mayor Janci stated a RAFT representative duty needs to be assigned due to the amount of work this project will need. All agreed. R. Williams volunteered to accept this task.

J. Planning Commission

- Mayor Janci explained the request from Nature Conservancy. A letter was requested from the Town of Wachapreague favoring the installation of oyster caps near Cedar Island in Bradford Bay. Nature Conservancy had a grant opportunity and needed a letter from the Town immediately to participate in this project. Mayor Janci explained it was no financial obligation from the Town.
- Mayor Janci also stated a representative needs to attend the next Accomack-Northampton Planning Commission meeting which is held the 1st Wednesday of each month at ESCC.

K. Mosquito Control

- Mayor Janci stated nothing currently to report.

L. Seaside Park

- Mayor Janci stated nothing new to report.

M. Legal

- Mayor Janci explained Accomack County has offered to take over vehicle decal fees for all towns. The towns will do away with decals and plates. The county will issue bills and forward the collection of fees to the town. Citizens were asked and the majority requested to keep the plates. The Town Council agreed and Mayor Janci requested a letter be sent to the county requesting to remain independent and continue as is.
- Mayor Janci discussed the presentation from last meeting concerning “Off Shore Drilling”. Oceana provided addendums opposing off shore drilling. A vote was taken concerning this issue. The decision was to table the issue and research details. This topic will be brought back next month. All agreed.

VII. New Business

- Clerk Wessells explained the fees associated to filing a Warrant in Debt for outstanding real estate taxes and returned check. R. Bilicki made a motion to proceed with WID for Birdnest Investment/Irene Lewin and seconded by S. Puchalski. A vote was taken and all approved.
- Clerk Wessells presented the restriction at Seaside Park. R. Bilicki stated the plans for a charcoal grill could be installed. R. Bilicki stated the motion will be made at September’s meeting.
- Mayor Janci stated assignment of Town duties were discussed and decided. The list of duties and committees are attached. S. Puchalski was nominated for Vice Mayor. A vote was taken and all agreed.

VIII. Announcements

- Mayor Janci stated nothing to report.

IX. Adjournment

- Motion was made by S. Puchalski and seconded by K. Bilicki to adjourn. All approved.

MAYOR

TOWN CLERK

mw

8/14/19

MOTION TO APPROVE THE REVISED BUDGET FOR FY 2018-2019. THE REVISION
WILL INCLUDE REMOVING THE SPOIL SITE RESERVE FROM BUDGET
EXPENSES AND ADDING \$1,400 TO SEASIDE PARK EXPENSES. THESE
REVISIONS WERE PREVIOUSLY APPROVED
BUT A TYPO FOUND BY BOOKKEEPER.

Pursuant to motion made by **Councilman, SANDIE PUCHALSKI**, and seconded by **Councilman, K. SWICK**, for a Motion to approve MAKING THESE CORRECTIONS IN THE PUBLISHED BUDGET and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of AUGUST 14, 2018.

Name of Official	For	Against	Abstaining	Absent
Sandie Puchalski, VM	X			
Robert Williams	X			
Robert Bilicki	X			
Ken Swick	X			
Kathy Bilicki	X			
David Goauk	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	6	0	1	0

Duly recorded this _____ day of August 2018.

Town Clerk

MOTION TO APPROVE THE "PASS THROUGH" OF THE YEARLY GRANT
FROM VIRGINIA FIRE PROGRAMS IN THE AMOUNT OF \$10,000
TO THE WACHAPREAGUE VOLUNTEER FIRE COMPANY.

Pursuant to motion made by **Councilman, SANDIE PUCHALSKI**, and seconded by **Councilman, K. SWICK**, for a Motion to approve PASS THROUGH OF THE YEARLY GRANT OF \$10,000 TO THE WACHAPREAGUE VOLUNTEER FIRE COMPANY and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of AUGUST 14, 2018.

Name of Official	For	Against	Abstaining	Absent
Sandie Puchalski, VM	X			
Robert Williams	X			
Robert Bilicki	X			
Ken Swick	X			
Kathy Bilicki	X			
David Goauk	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	6	0	1	0

Duly recorded this _____ day of August 2018.

Town Clerk

**Town of Wachapreague
Proposed Fiscal Year 2019 Budget (July 1, 2018-June 30, 2019)**

REVISION #1

Revenues \$		Expenditures \$	
Vehicle/Trailer Decals/Tags	5,900	Business & Tourism	9,500
Business License	660	Vehicle/Trailer Decals/Tags	700
Fire Program Grant	10,000	Dues/Publications/Postage	1,900
Interest Income	1,000	Fire Program	10,000
Litter Control	1,000	Insurance	4,000
Property Taxes	41,700	Miscellaneous Expenses	2,000
Sales Tax	9,500	Mosquito Control	3,500
Transient Tax	6,400	Office Expenses	3,000
Prepared Food & Beverage Tax	30,700	Payroll	34,000
Zoning Permits	125	Payroll Taxes	3,000
Utilities Tax	1,000	Professional Fees	3,000
Communications Tax	2,400	Refuse	8,000
Miscellaneous Revenue	100	Repairs & Maintenance	6,368
Marina	58,610	Seaside Park ***	2,400
Capital Fund Contribution	2,733	Town Drainage Reserve	5,000
		Litter Grant Expenditure	1,000
		Utilities	8,600
		Donations	1,000
		Zoning, Floodplain & CRS Administration	2,500
		Audit Escrow	1,750
		Powell Park	2,000
		Marina	58,610
		Marina Dredging Reserve ***	0
Total Revenues	\$171,828	Total Expenditures	\$171,828

Proposed FY2018/2019 Tax Levies: Town real estate and real property tax rates will remain the same at \$.13/\$100 valuation. Transient tax and the prepared food and beverage tax both remain at 2%.

No compensation for Town Council or Mayor.

There are no changes in Vehicle License Fees of \$27 for Cars, \$25 for Motorcycles, \$8 for Utility Trailers and Golf Carts \$10. All fees due by April 15 with a Late Fee of \$10. Golf Carts require a safety inspection to receive a town decal.

Repairs for the Town Marina includes income from an as yet to be approved \$15,000 grant request from the Virginia Port Authority which requires the Town to provide 25% of the grant repair costs.

Pursuant to VA Code 15.2-2506, the Town Council of the Town of Wachapreague, on May 8, 2018 at 6:00pm at the Town Hall will hold a public hearing on the proposed budget, a brief synopsis of which is presented above. Any resident of the Town of Wachapreague shall have the right to attend the Public Hearing and state his or her views on the proposed budget. A copy of the proposed budget is on file for review at the Wachapreague Town Hall during regular business hours.

Following resources were established:

Port of Wachapreague -	2020 Dredging Reserve	\$ 5,000
	2018 Audit Reserve	1,750
Town of Wachapreague -	2018 Audit Reserve	1,750
	2018 Town Drainage Reserve	5,000
	***2018 Town Spoil Site Reserve	5,000

TOWN OF WACHAPREAGUE TOWN COUNCIL MEETING SEPTEMBER 11, 2018

COUNCIL PRESENT: Fred Janci, Mayor; Robert Williams; Robert Bilicki; Sandie Puchalski;
Katherine Bilicki; Kenneth Swick

COUNCIL ABSENT: David Goauk

TOWN CLERK: Missy Wallace-Wessells

TOWN COUNCIL MEETING

- I. **Call to Order** – Mayor Janci called to Order the Town Council Meeting at 7:00 p.m. on September 11, 2018, 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 floor for Public Comments.
 - Bonnie Hill stated a concern of flooding at the Marina with the impending storm and boats storage. She stated the south side of the parking lot would be better and less chance of flooding.
 - USCG Officer in Charge Nick Crews spoke about preventive measures being taken at Coast Guard Station Wachapreague. A 3 man crew will be staying and please use them if needed. The 45’ boat will be moving to Cape Charles. All boats in Hampton Roads are going to Baltimore, Maryland during the storm. The small shallow water boat will be staging at Parksley Volunteer Fire Company. This boat will be accessible in case of emergency. He gave the numbers to contact as 757-787-9527 landline; 757-638-6641 Emergency Command Center in Hampton Roads.

OIC Crews also gave the council an update of the storm. At present time NASA is at condition 5-standard phase without a hurricane threat. Station Wachapreague is at Condition 2- preparing for a major storm.
 - Patricia Bragg was next to speak. She has a concern with the 6’ fence her neighbor on the north side of her property, 10 Pearl Street, is erecting. She believes this is not in compliance with the Town’s Ordinances. The property owners are erecting the fence on the property line. Ms. Bragg is stating the setback should be 5 feet from the property line (per the ordinance concerning accessory structures).

R. Bilicki made a motion to send a “Stop Work Order” to the owners and K. Bilicki seconded the motion. A letter is to be drafted explaining this matter will be looked into but currently the work must stop. All council member agreed.
- IV. **Council Meeting**
 - Mayor Janci asked if everyone has reviewed the Regular Monthly Minutes from the September 11, 2018. There were no additions or corrections.
 - K. Bilicki made a motion to accept the minutes and VM Puchalski seconded the motion. A vote was taken and all approved.

V. Review of Financial Report

Mayor Janci reported:

Town Of Wachapreague:

- Mayor Janci stated the Incomplete End of Year 2017-2018 Financials will continued to be tabled until the final report is issued between September and October 2018.
- Mayor Janci reviewed Profit/Loss vs. Actual and stated the Town is approximately 16% through the year. The following expenses were noted:
 - Town Repairs & Maintenance expenses are up at 38.2%.
 - Total Expenses are over at 25.4% and should be around 16%. The council reviewed line by line and asked questions. Mayor Janci suggested keeping close eye on spending throughout the year. All agreed.
 - K. Bilicki questioned the Office Supply Expense totals running high. Clerk Wessells explained what was included and provided detail information from the Quick-Books accounting. K. Bilicki was happy with explanation.
 - R. Bilicki asked to have all items related to the Tourism Account to be itemized for next month's meeting. Clerk Wessells was asked to have Mary Jo prepare this report.

R. Bilicki made a motion to approve the Town of Wachapreague Financials and VM Puchalski seconded the motion. A vote was taken and all approved.

Port of Wachapreague:

- Mayor Janci reviewed the financials with the Town Council members. Mayor Janci explained during the beginning of the Fiscal Year, the Marina finances look poor with income. The income increases in the spring due to renewal of slip leases. The beginning is slow but picks up at the end. VM Puchalski explained how the income is collected.

R. Williams made a motion to approve the Port of Wachapreague Marina financials and R. Williams seconded the motion. A vote was taken and all approved.

VI. Unfinished Business

A. Marina

- VM Puchalski reported the fence for the fuel tank enclosure has been installed. The trash cans are currently being held there for the storm.
- VM Puchalski stated a contractor was coming this week to give an estimate for the break boards work per the VPA Grant. Due to the storm, it was rescheduled until next week.
- VM Puchalski stated a vote is requested for approval of security cameras and installation needed at the Marina for the fuel pumps. She stated the estimate for work would be \$500.00. A motion was made by VM Puchalski to approve the expense and K. Swick seconded the motion. A Roll Call Vote was taken with 5 yes, 1 absent and 1 abstain (Mayor). All approved.
- VM Puchalski reported things will be secured for the storm including the tower tomorrow.
- VM Puchalski stated emergency boat storage was available at the Marina. Everyone understood once the storm passed they must be removed from the parking lot.

B. Town Maintenance/Garbage (Repairs)

- D. Gouak was not in attendance but a report was given by Mayor Janci.
- D. Gouak had meeting with the Maintenance Crew on September 4, 2018 to discuss the job description:
 - The Maintenance Crew changed the work hours to 7:30 am – 3:30 pm with no lunch and 2- 15 minute breaks. They were informed to keep their time cards accurate.
 - The Maintenance Crew complained about the brush was too large. The Council asked Clerk Wessells to post another notice in the post office concerning brush removal.

- D. Gouak wanted to discuss wages in the October meeting.
- Another issue was brush being placed on Main Street. A discussion ensued and concluded to include a notice to place all brush on a side road, if possible.
- R. Williams stated a “Chain of Command” needs to be established. Everything concerning the Maintenance Crew need to go through D. Gouak. Everyone agreed.
- R. Williams suggested a work order system. This will create a record of completed tasks.
- The Town Council request a list of contact information for the Town to be distributed to them. Clerk Wessells stated it was included in last month’s packet but she will get everyone a copy before leaving tonight.

C. Powell Park

- VM Puchalski stated the work party for tomorrow was cancelled due to the storm.
- VM Puchalski will buy grass seed.
- The mower will be purchased as soon as the building is completed.
- VM Puchalski stated Devin at Fairdale Farms requested to give a quote before the purchase.
- VM Puchalski stated Justin Paul is still mowing Seaside Park.

D. Town Hall Beautification

- R. Bilicki is ready to move fuel tanks and place pavers. He stated he still has the bulletin board to install.
- It was requested to not refill the fuel tanks until they are moved.

E. Streets and Drainage

- R. Williams stated VDOT repaired the hole on Pearl Street.
- R. Williams also reported he placed a work order to fix the culvert on corner of Pearl and Mears Street.
- R. Williams stated the engineers are still putting together a proposal for the drainage project.

F. Safety and Security

- R. Williams expressed his concern of issues in the event of a large storm. Items of concern are:
 - Loose crab pots and stuff around the fish house.
 - Campers in the camp ground that are not tied down.
 - Trailered boats on commercial waterfront needs to be removed in case of major storms.
- Mayor Janci stated campers/trailers should be moved yearly and inspected. Mayor Janci stated the Zoning Administrator needs to check into this issue.
- VM Puchalski stated these campers/trailers need to be secured. K. Bilicki asked the Council who is liable for damages.
- R. Williams stated the RAFT program has been developed as a tool in case of a catastrophic storm. The program is designed to build resilience within the community.
- R. Bilicki asked if a “role call” or “roaster” been developed of who will stay during the storm. R. Williams stated this part of the RAFT program. It will help the community prepare before an event happens.

G. Derelict Properties

- Mayor Janci stated nothing to report.

H. Tourism

- R. Bilicki stated the Town Wide Yard Sale is from 8 am – 2 pm.
- Marine Science Day at VIMS. The event will start is from 12 pm-5 pm.
- R. Bilicki stated the Crab Cake Cook-off and Apple Pie Contest will be 3:30 pm-6:30 pm.
- Mayor Janci asked about clean up Seaside Park due to the storm. R. Bilicki with get with D. Gouak concerning this task. VM Puchalski stated USCG might help as well as high school students requiring volunteer service hours.

H. Zoning Administrator's Report

- Mayor Janci stated there has been a lingering noise complaint from Lilliston's Seafood. A resolution is being investigated.
- Mayor Janci stated another complaint from Patricia Bragg concerning a property fence has been brought up tonight. This will be addressed.
- Mayor Janci stated there were no new permits issued this month.

I. Floodplain Administrator/CRS Coordinator/ A-NPDC

- R. Williams stated he will accept the task of RAFT and CRS.
- Clerk Wessells has been working on the yearly CRS Recertification, which is almost complete.
- R. Williams stated the RAFT coordinator Michelle Covi has asked for a conference call on Wednesday or Thursday to discuss ideas. It was discussed that more people are needed to work on the program. A list of people currently involved are: Charles and Elena Elliott; R. Williams; Mayor Janci.
- R. Williams explained the program also concentrated on providing resources and involving other agencies for help.

J. Planning Commission

- K. Bilicki volunteer to head the Planning Commission. R. Williams and R. Bilicki have accepted positions on the board.
- K. Bilicki was told a representative needs to attend the next Accomack-Northampton Planning Commission meeting which is held the 1st Wednesday of each month at ESCC.

K. Mosquito Control

- VM Puchalski stated nothing currently to report.

L. Seaside Park

- Mayor Janci stated he will get people to come and close down park for the season.
- R. Williams asked about getting power to the gazebo. VM Puchalski stated she will get a quote from Kerry Paul and US Electric. R Williams will get a quote from Woods Electric.

M. Legal

- Mayor Janci explained the details of the county taking over billing for the decals. It was decided last month not to change. Everyone agreed.
- Mayor Janci stated the topic of off shore drilling was tabled from last month. A discussion of the facts. A decision was made to stay neutral to this situation at this time.
- A discussion about clumps of an oil like deposit found near the islands in the last 2 years by the Swick family. K. Bilicki questions if it was a natural occurrence. It was suggested to bring a sample to Doctor Snyder at VIMS for examination.

VII. New Business

- VM Puchalski asked to clarify holiday time for the Town’s employees. Previous Council approved Christmas and New Years to be paid days off. In previous years this has not been done. She asked for clarification as to whether to have paid holidays or not. A discussion ensued and the following decision was made:
 - The employee has the option of working or not on holidays. In the event they take off, it will not be with pay but the employee has the option of working an alternate day.
- R. Bilicki stated a resident of the town that lives on Switchback Road has complained of knee deep grass. S. Puchalski will check this out and a letter will be sent.

VIII. Announcements

- VM Puchalski stated a noise detector has been used to measure the volume. It was checked from different locations and times of day. The noise level is below Accomack County regulations.

IX. Adjournment

- Motion was made by VM Puchalski and seconded by R. Bilicki to adjourn. All approved.

MAYOR

TOWN CLERK

mw

9/11/19

MOTION TO APPROVE TO APPROVE \$500.00 FOR THE
 INSTALLATION OF SECURITY CAMERAS AND LABOR TO THE
 BACK SIDE OF THE PORT OF WACHAPREAGUE MARINA.
 THE CAMERAS WILL HAVE A DIRECT VIEW OF THE FUEL TANKS.

Pursuant to motion made by **Vice Mayor, SANDIE PUCHALSKI**, and seconded by **Councilman, K. SWICK**, for a Motion to approve MAKING THESE CORRECTIONS IN THE PUBLISHED BUDGET and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of AUGUST 14, 2018.

Name of Official	For	Against	Abstaining	Absent
Sandie Puchalski, VM	X			
Robert Williams	X			
Robert Bilicki	X			
Ken Swick	X			
Kathy Bilicki	X			
David Goauk				X
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	5	0	1	1

Duly recorded this _____ day of September 2018.

Town Clerk

TOWN OF WACHAPREAGUE TOWN COUNCIL MEETING OCTOBER 9, 2018

COUNCIL PRESENT: Fred Janci, Mayor; Robert Williams; Robert Bilicki; Sandie Puchalski; Katherine Bilicki; David Goauk

COUNCIL ABSENT: Kenneth Swick

TOWN CLERK: Missy Wallace-Wessells

TOWN COUNCIL MEETING

- I. **Call to Order** – Mayor Janci called to Order the Town Council Meeting at 7:00 p.m. on October 9, 2018, 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 floor for Public Comments.
 - No Public Comments
- IV. **Council Meeting**
 - Mayor Janci asked if everyone has reviewed the Regular Monthly Minutes from the September 11, 2018. There were no additions or corrections.
 - D. Gouak made a motion to accept the minutes and K. Bilicki seconded the motion. A vote was taken and all approved.
- V. **Review of Financial Report**

Mayor Janci reported:

Town Of Wachapreague:

 - Clerk Wessells stated the final End of Year 2017-2018 Financials are completed and needs to be approved. The depression adjustment has not been completed. It will be available after the audit is complete around December. Mayor Janci reviewed the End of Year 2017-2018 Financials with the Council and noted a profit of \$1,812 for the year. It was also noted the income was slightly down from the previous year.
 - Mayor Janci explained unexpected expenses were incurred such as election expenses and truck repairs.
 - A discussion ensued concerning the zero turn mower and if it had been previously budgeted. The bookkeeper Mary Jo Tatum was unavailable and will be discussed when she returns.
 - Also discussed were the charges to the Drainage Reserve account. The additional charges were from Atlantic Heating and Cooling Services for running a camera down the main storm drain. The cost was \$945.00.
 - R. Bilicki questioned the Tourism Budget and how expenses are applied. Clerk Wessells explained expenses are paid as received. If budget is exceeded, the balance will be deducted from the reserve.
 - Mayor Janci moved on to the Current Year Financials for the Town of Wachapreague. It was stated the current budget was 25% through the year. Mayor Janci stated the budget income is under but it will be balanced as taxes are collected.

- K. Bilicki requested the Bookkeeper Mary Jo Tatum to provide a simplified Profit & Loss Budget vs. Actual. It was also requested to be one sided reports.
- Mayor Janci stated the finances look better than last year.
- Clerk Wessells stated she contacted Irene Lewin concerning delinquent taxes and was told they would take care of them. She has not paid her taxes on 2 properties in approximately 5 years.
- Mayor Janci stated the financials for September 2018 must be approved. A motion from R. Williams and seconded by K. Bilicki. A vote was taken and all approved.
- A motion was made to hold the FY 2017-2018 financials until mower purchase is clarified to the council. VM Puchalski made the motion and R. Bilicki seconded the motion. A vote was taken and all approved.

Port of Wachapreague:

- VM Puchalski explained the income difference from last year to this year. She explained many of the Transient Slip Rentals have moved to Full Time Slip Leases. This will show when the leases are renewed in March 2019.
- Mayor Janci went over the financials and everyone understood the income change. A motion was made by K. Bilicki and seconded by R. Bilicki to accept the September 2018 Port of Wachapreague financials. A vote was taken and all approved.

VI. Unfinished Business

A. Marina

- VM Puchalski stated she is waiting for Fisher Marine to give an estimate for repair/replace breakwater boards on the docks. VM Puchalski stated she underestimated the time and labor it was to take for this project. The repairs can only be done during low tides and will take many days to complete.
- K. Bilicki asked about the Handicap Lift. VM Puchalski stated it is ready to go but she was waiting to leave up until spring. Signs are made to instruct anyone requesting the Lift to contact either the Marina or Town Hall for access.
- VM Puchalski requested something to be put on the website to inform the public of the Lift.
- VM Puchalski stated the next project for the VPA Grant is to crack fill the top pad of the ramp. She stated it can be repair to save money instead of being tore up and replaced. Another project is to replace some pilings.

B. Town Maintenance/Garbage (Repairs)

- D. Gouak stated he spoke with the maintenance crew. D. Gouak stated the mowers were not being taken care of and needed repair. D. Gouak asked who decides where repairs/maintenance is done. Mayor Janci stated repairs can be done per D. Gouak's discretion if under \$250. Anything over \$250 would need Town Council approval. D. Gouak volunteer to do some repairs himself to save the Town money.
- D. Gouak discussed a pay increase for the workers. Mayor Janci stated this must be done during the budget cycle. It was agreed to carry this over until then.
- A discussion ensued concerning holiday pay. K. Bilicki disagreed with the employees not getting paid for holidays during their schedule work day. It was decided that the employees had the choice to take day off without pay, work additional day to make up day, or work scheduled holiday.
- R. Bilicki stated his father Dan Bilicki appreciated the cleanup done at Seaside Park.

C. Powell Park

- VM Puchalski stated the work on the concession stand/maintenance shed is almost completed. She has contacted Brown's Doors and he will install the door next week.
- VM Puchalski stated she hope to get the Coasties together to finish the dugouts and park.
- VM Puchalski wanted to thank R. Williams and Tomeka for their work at the grave yard.
- R. Williams discussed a product he found to repair the tombstones. He stated the cleaning kit is \$70 and the adhesive kit is \$82. The Council agreed to the purchase.
- R. Williams and Tomeka mapped the cemetery and has a website to match them up.
- K. Bilicki asked if this would be a project to have the community involved. At the next meeting, she would like to put a proposal together.
- VM Puchalski wanted to thank Kerry Wallace for helping cut the playground. She also stated Richie for cutting the ballfield.
- Mayor Janci thanked everyone for the work done.

D. Town Hall Beautification

- K. Bilicki stated the fuel tanks are still there. VM Puchalski stated Richie will be transporting them within the week. The tanks had been filled and needed to be emptied before moving.

E. Streets and Drainage

- R. Williams presented a letter from Davis, Bowen & Friedel concerning the drain project. He stated this went along with the CRS. He stated as a note we have completed the recertification and thanked Clerk Wessells for her work.
- R. Williams explained the information provided by Davis, Bowen & Friedel. He explained the cost of \$3,500 to do the work of design and help get grants to complete the 3 phase project. It was clarified that the total cost would be approximately \$35,000 for design. R. Bilicki made a motion to present this project to the Planning Commission. VM Puchalski seconded the motion. All approved.
- R. Williams discussed a project for clearing ditches of debris. A previous equipment discussed cost \$8,000. This piece of equipment would cost \$3,000. No action taken.
- A question was asked to explain the CRS. Mayor Janci explained how the CRS worked and how to get a discount on Flood Insurance.
- R. Williams stated Accomack County has contacted the Town to do ditch work on the south side of the town limits. Property owners will be contacted to gain access to the ditch.
- A discuss ensued concerning the drainage project. Mayor Janci stated he thought this was a good idea. Mayor Janci wanted it noted that the Council is standing behind this project.

F. Safety and Security

- R. Williams stated during the Crab Cake Cook-off, electric cords were draped on the ground. This could cause a hazard of falling. A suggestion was made to get quotes for installing electric and lights at the gazebo. R. Williams received a quote from Wood's Electric for \$2,500. This included 2 outlets and a light installed within the gazebo. VM Puchalski will be getting a quote from Paul's Electric before the next meeting.
- Mayor Janci read a letter from K. Swick concerning south ditch. The letter from Accomack County states all bridges must be removed in order to access it. It was discussed who owns ditches. This will be checked into.

G. Derelict Properties

- R. Bilicki stated he spoke to Reggie Mariner concerning safety of his property on Brooklyn Avenue. It was agreed a letter must be sent regarding the derelict property being secured.
- Clerk Wessells reported she sent letter out to homeowner of PID # 113A01200B00002 Switch Bridge Road (O'Sullivan) and 1 Custis Street (Beerends) concerning overgrowth.
- K. Bilicki asked about the status of the fence on Pearl Street. Mayor Janci stated a fence is not a structure and can be placed on your property line. He stated making contact with Mr. Large and requested to make side fence on angle.
- VM Puchalski stated an ordinance needs to be established for fences. She suggested to adopt:
 - must be 15' from center of road
 - no higher than 6'
 - located on property owners side.

All agreed and forward to Planning Commission.

- Anita Large requested a copy of the variance approving the garage being built 5' off property line. Clerk Wessells will continue looking for this.

H. Tourism

- R. Bilicki stated the Town had a successful Crab Cake Cook-off. He wanted to thank Charles Elliott for the music. He is a really good musician and an asset to the town.
- Mayor Janci stated next up is Halloween and notices need to be put up. Clerk Wessells stated this has already been posted in paper and flyers will be placed in Post Office.
- R. Bilicki stated the Tree Lighting will be coming up. R. Williams and Tomeka volunteer to purchase a new tree for the gazebo.

H. Zoning Administrator's Report

- Mayor Janci stated there are 3 building permits for the Town. Randy Lewis is moving his house to Whileaway, a new construction on south side of Atlantic Avenue, and Front Row Properties will be renovating the Parker Railway on Atlantic Avenue.
- An update on the Zoning Permits needs to include the 3' Freeboard within the floodplain. This needs to be brought to the Planning Commission to create a zoning ordinance.

I. Floodplain Administrator/CRS Coordinator/ A-NPDC/RAFT

- R. Williams stated things have already been discussed.
- R. Williams stated there will be some training he will need for this position and will be looking into this.

J. Planning Commission

- K. Bilicki asked when the Planning Commission meets. Clerk Wessells stated K. Bilicki must set up the time and dates. Usually meeting occur monthly or as needed. K. Bilicki will be in contact with the other members and set up a date.
- Current members were Kathy Bilicki-Chairman, Arlene Joeckel, MiMi Sedjat, Robert Williams, Robert Bilicki and Patricia Bragg.

K. Mosquito Control

- VM Puchalski reported she will be looking into other companies. She will be reporting back with options.

L. Seaside Park

- Mayor Janci stated everything has been discussed.

M. Legal

- Mayor Janci stated nothing new to report.

VII. New Business

- Mayor Janci stated nothing new to report.

VIII. Announcements

- Mayor Janci stated nothing new to report.

IX. Adjournment

- Motion was made by VM Puchalski and seconded by R. Williams to adjourn. All approved.

MAYOR

TOWN CLERK

mw

10/09/18

TOWN OF WACHAPREAGUE TOWN COUNCIL MEETING NOVEMBER 13, 2018

COUNCIL PRESENT: Fred Janci, Mayor; Robert Williams; Robert Bilicki; Sandie Puchalski;
Katherine Bilicki; David Goauk; Kenneth Swick
COUNCIL ABSENT: None
TOWN CLERK: Missy Wallace-Wessells

TOWN COUNCIL MEETING

- I. **Call to Order** – Mayor Janci called to Order the Town Council Meeting at 7:00 p.m. on November 13, 2018, 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 floor for Public Comments.
 - No Public Comments
- IV. **Council Meeting**
 - Mayor Janci asked if everyone has reviewed the Regular Monthly Minutes from the October 9, 2018. There were no additions or corrections.
 - R. Williams made a motion to accept the minutes and VM Puchalski seconded the motion. A vote was taken and all approved.
- V. **Review of Financial Report**

Mayor Janci reported:

Final Financials FY 2017-2018:

 - **Town of Wachapreague:** Final financials for FY 2017- 2018 were presented for approval and discussed.
 - Mayor Janci asked how to proceed with the purchase of the zero turn mower, approved FY 2018. Clerk Wessells stated Treasurer Mary Jo instructed the council to purchase the mower and the expense will be adjusted at the end of FY 2019. Mayor Janci stated to go ahead with the purchase per the Treasurer’s instruction.
 - R. Bilicki discussed the work completed at Town Hall. A discussion ensued concerning the demolition of the old work shed. The previous council voted to approve the cost. R. Bilicki paid for this project and wished to donate a “Gift in Kind” from Judy and himself for this expense. The Council thanked them for the gift. The Town Council will provide a receipt for the “Gift In Kind”.
 - The Town of Wachapreague had a profit for the FY 2017-2018 of \$1,812. A motion was made by K. Bilicki and seconded by VM Puchalski to accept the Town of Wachapreague Financials for FY 2017-2018. A vote was taken and all approved.
 - **Port of Wachapreague:** Final financials for FY 2017-2018 were presented for approval. There were no discussions.
 - A net income of \$5,308 was noted. A motions was made by K. Bilicki and seconded by R. Williams to approve the financials.

Current Financials FY 2018-2019:

- **Town Of Wachapreague-**
 - Town Financials for October 2018 were discussed. Mayor Janci stated the Town is 33% through the budget.
 - R. Bilicki asked about property owners keeping a vehicle within the Town's limits full time but lives elsewhere. Clerk Wessells explained some people do have cars in town and they are registered here and are responsible for town tags/decals. The Town Council agreed to allow property owners the availability to purchase Wachapreague Town Tags for vehicles not housed full time in the Town.
 - A motion was made to accept the October 2018 financials for the Town of Wachapreague by R. Bilicki and seconded by VM Puchalski. A vote was taken with all approval.
- **Port of Wachapreague-**
 - Port Financials for October 2018 were discussed.
 - Mayor Janci reviewed "Budget vs. Actual". The budget is currently at 33% through year. VM Puchalski stated the Port income usually begins around February/March and carries through July. This is the yearly slip rental income. Transient slip rentals fill in where available. There were no further questions.
 - A motion was made by K. Bilicki and seconded by VM Puchalski to accept the Port of Wachapreague Financials for October 2018. A vote was taken and all approved.

VI. Unfinished Business

A. Marina

- VM Puchalski stated she is presenting two estimates she has received concerning the VPA Grant Break Water Project. She stated others have been contacted without response. VM Puchalski stated the bids will be open tonight and a decision will be made. VM Puchalski stated the estimates were from Castrol \$24,168 and RP Marine Service \$18,685. The scope of work were given to both parties prior to the estimate. RP Marina Service also included a scrapping in the quote. Mayor Janci questioned the funds available for the VPA Grant and VM Puchalski stated \$20,000. A motion was made by R. Bilicki and seconded by R. Williams to approve RP Marine Service for the amount of \$18,685 to repair break boards on the Port of Wachapreague Marina. A Roll Call vote was taken with 6 yes and 1 abstain.
- VM Puchalski stated fuel pumps were move to the marina. A new pump was needed with new hose and that was completed.
- VM Puchalski stated US Electric will be working on the cameras within the next week or 2. There is one which should rotate but is fixed and this will be replaced with a regular camera. VM Puchalski stated \$500 was approved for this project repair and it shouldn't cost that much for everything.

B. Town Maintenance/Garbage (Repairs)

- D. Gouak stated the rear tires on the brush truck are starting to get dry rotted and worn. He doesn't have estimates for complete repairs but tires have been found to be \$250 each. VM Puchalski stated Richie Puchalski has a tire changer but unsure if it is usable for this size.
- A discussion about locations with these size tires ensued. This topic will be brought back up next meeting.
- D. Gouak stated with grass cutting ending for the year, the Maintenance crew should have extra time for other work around town. He requested any projects needing done around town, please contact him.
- D. Gouak stated the doors on the concession stand are completed.

C. Powell Park

- VM Puchalski stated the inside light fixture in the concession stand needs to be moved. Richie will take care of it. VM Puchalski will donate a smaller one for the building.
- VM Puchalski will plan to get another work crew with the Coasties to get the finishing work to the park, maybe next week.
- R. Williams commented on how nice the grave yard looks.
- K. Swick asked if the Town can do anything to thank the Coasties for all their work. VM Puchalski stated they will be having a Christmas Party on December 14th at the WVFC. They love to eat so residents bake goods or just stop in.
- R. Bilicki suggested giving a certificate of appreciation but VM Puchalski suggested they would appreciate something to eat better. A time will be given at the next meeting.

D. Town Hall Beautification

- K. Bilicki stated she would like the name to be changed to "Town Beautification." All agreed.
- K. Bilicki asked about installing solar lights at the Welcome Sign and possible a battery operated wreath. VM Puchalski has garland to help out. Mayor Janci stated a resident has maintained the flowers-Lydia Brooks located on Powelton Avenue. She has done a wonderful job with this over the last several year.
- K. Bilicki suggested developing a design and logo for the Town of Wachapreague. She suggested having a contest of ideas for this.
- R. Williams suggested people who may be able to help with this project. He also stated improving the appearance of yards and homes on Main Street. He suggested some places need painting and repairs to make the Town look nice.
- K. Bilicki asked if there were ordinances concerning property upkeep. Any ordinance changes must be presented to the Town as a public hearing.
- K. Bilicki also stated come properties may have no transportation. She will work on ways to have trash removal such as clean up days.
- R. Bilicki stated the walk has been set in the back of Town Hall. He will speak with WVFC concerning trellises. He is working on getting a solar light for the flag poles.
- R. Bilicki suggested Clerk Wessells to park behind Town Hall to allow 2 parking spaces in front of the Town Hall.
- R. Williams and Clerk Wessells have been discussion cross walks and stop signs bars with VDOT. It will be continued.

E. Streets and Drainage

- K. Swick reported every resident along the South ditch on the north side have signed for the Accomack County to clear out the ditch. The farmer on the south side of the ditch will not sign. After much work and talking, the Accomack County will walk the ditch to evaluate status. There has not been a date set for the evaluation.

F. Safety and Security

- R. Williams stated he contacted VDOT concerning dead tree on Main Street. The tree is located on the north side near beginning of Main Street. VDOT has agreed to remove the tree.
- R. Williams presented information on a piece of equipment to remove debris from ditches and help prevent flooding.
- R. Williams also discussed the proposal from last month's meeting from Davis, Bowen & Friedel. This proposal was to be sent to the Planning Commission for review and move on with designing project.

- Mayor Janci asked if a Planning Commission meeting been set up or who does it. Clerk Wessells stated usually the Chairman sets these meetings but due to the turnover of members, the liaison to the Town Council will set the initial meeting and that would be K. Bilicki.
- K. Bilicki stated she didn't know who to contact. Clerk Wessells stated she has the list with contact numbers and will get a complete copy to her tonight. At the initial meeting, a Chairman and Vice Chairman will be chosen. The Chairman will set up the meetings and should have them on a regular schedule.
- The letter sent by Mr. John Joeckel was issued to clarify the proper procedure.
- A question was asked who sets it up. K. Bilicki was told she will set up the initial meeting due to all the turn overs on this board. K. Bilicki is named as liaison to the Town Council.

G. Derelict Properties

Mayor Janci stated this topic will be carried over to the next meeting.

H. Tourism

- R. Bilicki stated the Tourism Board wished to have the Tree Lighting Event this year. The dates suggested were November 24th, December 1st, or December 8th. After several discussions, December 8th was decided.
- R. Bilicki asked Clerk Wessells about the choir at Nandua High School. Clerk Wessells stated the teacher we used was not on the Eastern Shore. Clerk Wessells suggested contacting the Accomack Community Band and other school choirs for music. R. Bilicki agreed.

H. Zoning Administrator's Report

- Mayor Janci stated nothing new to report.

I. Floodplain Administrator/CRS Coordinator/ A-NPDC/RAFT

- R. Williams stated Wachapreague received a score of 8 for the CRS.
- R. Williams passed out the minutes from the 1st RAFT meeting.
- R. Williams also noted Saxix has asked for our help with the CRS. He will help them out.
- K. Swick attending a conference concerning the Barrier Islands and how to preserve them.
- Clerk Wessells stated to put things into prospect: Accomack County has a full time department and a specialized person that deals with floodplains. They have a rating of 6. So Wachapreague is doing very well.

J. Planning Commission

- **Discussed above.**
- Mayor Janci stated per John Joeckel's letter stated the Town Council cannot assign a Chairman/Vice Chairman for the Planning Commission. A liaison is appointed to communicate between the Town Council and Commission. After a Commission is established, a vote will be taken to choose these positions.
- K. Bilicki is the liaison to the Town Council and will set up the initial meeting for the Planning Commission since the Commission does not currently have a Chairman/Vice Chairman.

A correction to the October 9, 2018 Town Council Minutes – The following error to be correct: Kathy Bilicki is not currently Chairman of the Planning Commission. Her current position is Liaison to the Town Council. A motion to make this correction made by K. Swick and seconded by R. Bilicki. A vote was taken and all approved.

K. Mosquito Control

- VM Puchalski nothing to report.

L. Seaside Park

- R. Williams stated he has received 1 bid from Wood’s Electric to install lighting at Seaside Park. VM Puchalski stated she has not received the bid from Paul’s Electric yet. VM Puchalski stated she could ask US Electric for a bid. All agreed.
- R. Bilicki asked about the installation of a grill at Seaside Park. Clerk Wessells presented the information concerning the regulations for the park. After a discussion, it was agreed that the grill was allowed. This will be discussed at the next meeting.

M. Legal

- Mayor Janci stated nothing new to report.

VII. New Business

- VM Puchalski presented the ornament for the VML Governors Tree and Clerk Wessells read the meaning of the parts.

VIII. Announcements

- Mayor Janci stated nothing new to report.
 - **Adoption of Motion for Closed Session**-K. Bilicki made a Motion for Closed Session to discuss personnel matters and K. Swick seconded the Motion.
 - **Resolution to Reconvene Open Meeting**- D. Gouak made a Motion to Reconvene Open Meeting and R. Williams seconded the Motion.

IX. Adjournment

- Motion was made by K. Bilicki and seconded by K. Swick to adjourn. All approved.

MAYOR

TOWN CLERK

mw

11/13/18

MOTION TO AWARD R.P. MARINE SERVICES THE CONTRACT FOR THE AMOUNT OF \$18,685 FOR REPAIR OF BREAK WATER BOARDS AT THE PORT OF WACHAPREAGUE MARINA. THIS PROJECT IS PART OF THE FY 2018-2019 VPA GRANT.

Pursuant to motion made by **Councilman, ROBERT BILICKI**, and seconded by **Councilman, ROBERT WILLIAMS**, for a Motion to approve RP MARINE SERVICE TO PERFORM REPAIRS OF THE BREAK WATER BOARDS and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of November 13, 2018.

Name of Official	For	Against	Abstaining	Absent
VM S. Puchalski	X			
Robert Williams	X			
Robert Bilicki	X			
Ken Swick	X			
Dave Gouak	X			
Kathy Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	6	0	1	0

Duly recorded this _____ day of November 2018.

Town Clerk

**TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
DECEMBER 11, 2018**

COUNCIL PRESENT: Fred Janci, Mayor; Sandie Puchalski, Vice Mayor;
Robert Bilicki; Katherine Bilicki; David Goauk; Kenneth Swick

COUNCIL ABSENT: Robert Williams

TOWN CLERK: Missy Wallace-Wessells

TOWN COUNCIL MEETING

- I. **Call to Order** – Mayor Janci called to Order the Town Council Meeting at 7:00 p.m. on December 11, 2018, 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 floor for Public Comments.
- Pungoteague District Supervisor Donald Hart spoke concerning things going on in this district:
 - He wanted to wish everyone a Merry Christmas and Happy New Year to start.
 - He spoke about how important Wachapreague is to him personally. He was happy with the work on the Barrier Islands and making broadband available to every town on the Shore. Mayor Janci questioned broadband available. Supervisor Hart stated it will be available to every street in every Town maybe as early as 2019.
 - He wanted the Town to know he is available for any projects. He continued pointing out projects he worked on and hoped the Town is happy with them. This includes the convenience center in Grainsville, which accepts everything including brush.
 - He apologized on behalf of the County of Accomack for the chicken houses and smells coming into Town. He stated he was against placing near residential areas, being grouped 15 together and especially coming into a tourist area.
 - Supervisor Hart has been working on cell phone service. He stated he attended meetings throughout Virginia in support of cell service on the Eastern Shore.
 - He also stated he plans to be Chairman of the Board of Supervisors next year and wanted to be contacted for anything to assist the Town.
 - D. Gouak asked about the south ditch status. Supervisor Hart stated permission was not received by the south side property owner. Until or if they receive permission to access that property, work cannot be done. Supervisor Hart is still working on this task. VM Puchalski will contact the owner to discuss the possibility.
 - K. Bilicki asked about electric for the Wachapreague sign on Main Street. Supervisor Hart suggested calling ANEC.
 - Mayor Janci wanted to thank John Joeckel for all work he has done with dredge spoils. He has been instrumental with grants awarded in protecting the marsh and Seaside Eastern Shore of Virginia.
- IV. **Council Meeting**
- Mayor Janci asked if everyone has reviewed the Regular Monthly Minutes from the November 13, 2018. D. Gouak asked to amend section E; replace farmer with county.
 - VM Puchalski made a motion to accept the minutes with changes and R. Bilicki seconded the motion. A vote was taken and all approved.

V. Review of Financial Report

Mayor Janci reported: Fiscal Year 2018-2019:

- **Town Of Wachapreague-**
 - Town Financials for November 2018 were discussed. Mayor Janci stated the Town is 42% through the budget.
 - Mayor Janci stated everything seems to be on track.
 - A motion was made to accept the November 2018 financials for the Town of Wachapreague by D. Gouak and seconded by VM Puchalski. A vote was taken with all approval.
- **Port of Wachapreague-**
 - Port Financials for November 2018 were discussed.
 - Mayor Janci reviewed "Profit-Loss vs. Actual". The budget is currently at 42% through year.
 - VM Puchalski stated the Port income usually begins around February/March and carries through July. This is the yearly slip rental income.
 - VM Puchalski stated ramp decal sales begin around March and the bulk of the decals are sold in April.
 - A motion was made by R. Bilicki and seconded by K. Swick to accept the Port of Wachapreague Financials for November 2018. A vote was taken and all approved.

VI. Unfinished Business

A. Marina

- VM Puchalski stated the hardware was received for the VPA Grant for replacement/repair of the break water boards. RP Marine Service plans to begin work around the 19th of December. The tide will be most favorable around this time.
- VM Puchalski stated everything has been fine and nothing else to report.

B. Town Maintenance/Garbage (Repairs)

- D. Gouak presented 3 estimates for tire replacement for the dump truck. The estimates are for 4 new tires for the back wheels. After review, K. Bilicki made a motion to purchase 4 tires from Shore Tire in the amount of \$1,364. R. Bilicki seconded the motion to approve. A roll call vote was taken with 5 yes, 1 absent and 1 abstain.
- D. Gouak stated the fuel pump on the diesel fuel was not working properly. VM Puchalski presented a replacement pump estimate for \$299. K. Bilicki made a motion to purchase the pump and R. Bilicki seconded the motion. A vote was taken and all approved.
- D. Gouak stated due to the problem with locating Christmas decorations, he will purchase tubes to keep everything together when taken down.
- The Council agreed to discard the old gazebo tree.
- The Council discussed large household cleanup would be every 3rd month starting January. It was decided to be collected on a Tuesday near the 15th of the month. A discussion ensued concerning what was accepted and amount. It was decided to call ahead to schedule. D. Gouak suggested investing in fork attachment for the Town's tractor. The Council agreed to think about this idea and discuss it next month.

C. Powell Park

- VM Puchalski stated nothing to report due to the weather situation.
- VM Puchalski stated the Coasties Christmas Party was Friday night starting 6-6:30 pm at WVFC. She stated if anyone would like to stop by or bring something would be appreciated. They have helped with lots of projects within the Town. VM Puchalski will accept drop offs.

- VM Puchalski discussed the small projects still unfinished. Mayor Janci thanked everyone who has been working on these project.
- VM Puchalski discussed a dear friend of her family recently passed at 36. She and Richie would like to do a softball tournament to benefit the newborn son. She stated the registration fees would be donated to the baby and concession stand profits can go to the town. The Council agreed to donate all proceeds to the family. Everyone agreed.

D. Town Beautification

- K. Bilicki discussed projects still pending. The projects are still being worked on and will be completed soon. Clerk Wessells explained some things have been approved with the Bilicki project and others were approved as beautification projects such as letter drop box in door.
- K. Bilicki will install a light fixture outside office and lights on shrubs.
- K. Bilicki stated holiday flags were donated by her. She discussed the condition of the wooden flags used for the American flags. She presented the idea of metal poles for holiday flags and keep wooden poles for American Flag. She suggested ordering 30-35 total wooden and metal. R. Bilicki suggested to order 1 pole for examination. It was agreed to order 1 pole and bring topic up next month. Clerk Wessells will order the pole.

E. Streets and Drainage

- K. Swick reported several issues concerning the south ditch. There is a concern the ditch could be tidal and the county doesn't work on tidal areas. He will continue working on this matter.
- The property owner on the south side of ditch belongs to Margaret Young. VM Puchalski will talk with Mrs. Young concerning the ditch.

F. Safety and Security

- R. Williams was absent. A. Swick stated a street lights is out. This will be reported to R. Williams.

G. Derelict Properties

- R. Bilicki stated nothing new to report.

H. Tourism

- R. Bilicki thanked the Council for attending the Tree Lighting Saturday night. R. Bilicki thanked Clerk Wessells, Pete Hodgson, R. Williams, Blake Johnson and others for helping make the event a success. Everyone agreed it was a pleasant event. K. Bilicki stated many events were scheduled that night, which caused a low attendance. K. Bilicki stated event can be scheduled to avoid conflict with other holiday events. R. Bilicki stated creating an agenda will assist with event next year. The Council thanked R. Bilicki for all he does.

H. Zoning Administrator's Report

- Mayor Janci stated a drainage issue will be addressed concerning new construction on Atlantic Avenue. R. Bilicki asked if Accomack County required a survey to address drainage. Mayor Janci stated he believes they do. Mayor Janci will discuss the issue with the contractor.

I. Floodplain Administrator/CRS Coordinator/ A-NPDC/RAFT

- R. Williams was absent. Nothing new to discuss.

J. Planning Commission

- K. Bilicki stated a meeting will be scheduled in January.

K. Mosquito Control

- VM Puchalski stated nothing to report.

L. Seaside Park

- R. Bilicki stated R. Williams spoke to him on Saturday concerning electric installation to the gazebo. R. Williams estimated \$2,000 for the project. VM Puchalski stated US Electric will give estimate. R. Bilicki discussed repairs needed metal brackets on roof and power washing on gazebo.

M. Legal

- Mayor Janci stated nothing new to report.

VII. New Business

- K. Bilicki stated holiday flags were already discussed and donated by her.
- K. Bilicki asked if she can contact ANEC to request possibility of getting electric to Town of Wachapreague sign on Main Street. Mayor Janci approved request. K. Bilicki stated she would like a spot light on sign. VM Puchalski stated K. Bilicki could use her solar spot light to try.
- Mayor Janci asked Council’s pleasure on Nature Conservancy Barrier Island trip. The Council agreed on April 28, 2019.
- R. Bilicki discussed the passing of former Councilman Jeff Pitts. R. Bilicki stated Jeff Pitts was very community ordinated. R. Bilicki stated Mrs. Pitts will have a memorial at a later date. Mayor Janci stated Jeff Pitts took pictures of the birds of Wachapreague. R. Bilicki stated making a link on Facebook displaying the pictures. R. Bilicki stated Bob Fate contributed to the community also. A suggestion was made to establish a dedication in honor of Jeff Pitts and Bob Fate. More ideas will be discussed later.
- Mayor Janci asked the Council about Christmas dinner this year. Everyone agreed to the Island House on Sunday the 16th at 6 pm. Clerk Wessells will make reservations.

VIII. Announcements

- Mayor Janci stated wife Cathy made goodies for everyone.

IX. Adjournment

- Motion was made by VM Puchalski and seconded by K. Bilicki to adjourn. All approved.

MAYOR

TOWN CLERK

mw

12/11/18

A MOTION TO PURCHASE 4 NEW TIRE FOR THE
BRUSH TRUCK IN THE AMOUNT OF **\$1,364.**

Pursuant to motion made by **Councilman, KATHY BILICKI**, and seconded by **Councilman, ROBERT BILICKI**, for a Motion to approve SPENDING \$1,364 TO PURCHASE 4 NEW TIRES FOR THE BRUSH TRUCK and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of December 11, 2018.

Name of Official	For	Against	Abstaining	Absent
VM S. Puchalski	X			
Robert Williams				X
Robert Bilicki	X			
Ken Swick	X			
Dave Gouak	X			
Kathy Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	5	0	1	1

Duly recorded this _____ day of December 9-+2018.

Town Clerk