

TOWN OF WACHAPREAGUE  
TOWN COUNCIL MEETING  
APRIL 14, 2015

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

**TOWN COUNCIL MEETING**

**I. Public Comments –** None

**II. Call to Order**

Vice Mayor Munn called to Order the Town Council Meeting at 7:00 p.m. on April 14, 2015 in the Wachapreague Town Hall.

**III. Pledge of Allegiance**

Vice Mayor Munn led the Council in the Pledge of Allegiance.

**IV. Approval of Minutes –**

Sandi Wood made a Motion to Approve the Minutes of the March 17, 2015 Joint Public Hearing with Town Council and Town Planning Commission and Town Council Meeting and Aileen Joeckel seconded the motion. There being no further discussion, the Minutes of the March 17, 2015 meeting were voted upon and passed unanimously.

**V. Review of Financial Report –** John Joeckel reported

**TOWN OF WACHAPREAGUE**

- Total Assets are \$171,000 versus \$154,500 last year.
- Total combined assets for the Marina and Town is \$275,000 versus \$267,000, up by 3% or \$8,000.
- Net Income is up 6-1/2% over last year or \$5,000.
- Expenses are up 8.8% over last year.
- Payroll is up nearly 5%, 3% more when you take into consideration the 2% bonus.
- Outstanding Town taxes are \$3,300 as of March 31, 2015. Bonnie Munn advised additional payments have been made through this date bringing the balance down to \$2,570 or \$720 less.
- Per a request by Mr. Joeckel on outstanding auto tag/decals Lynn Weeks advised John Carr and Elizabeth Shrieves are the only two remaining. Paperwork is almost completed on the DMV Stops and once authorization of council is given Ms. Weeks will put into effect the DMV Stop.

**PORT OF WACHAPREAGUE**

- Total Assets of \$107,000.
- Profits of \$38,000 this year versus \$30,000 last year with expenses of \$32,000 due to \$11,000 in marina repairs.
- Net Income is \$6,000 versus \$7,000 last year, or down by \$700.
- Payroll is down by 9%.

Suzie Atkinson made a Motion to accept the March 2015 Financials and Sandi Wood seconded the motion. There being no further discussion, the Financials were voted upon and passed unanimously.

**Old Business**

**A. Marina –** Mr. Joeckel reported:

- Electrical and plumbing repairs that were approved at the March 17<sup>th</sup> Town Council Meeting are underway.

- Additional repairs that were to be considered in FY 2016 but are requested to be considered now, due to the Marina being a part of the Artisan Trial, are (1) repairing the floating dock for approximately \$1,100; Marina Office walkway, stairs and hand rails (which have deteriorated) for approximately \$1,400. There is remaining \$2,600 of the VPA grant of which the Town would be responsible for \$625.
- Power washing is also being considered although Mr. Joeckel feels this would be a normal maintenance item and thus may not be something VPA would consider for reimbursement. It could be an additional \$200 to \$300 if they do not.
- Stuart Bell asked what estimates were received and was advised RP Marine.
- Susie Atkinson asked if there was more than one estimate provided and was advised no.
- Ms. Joeckel indicated the Harbor Master would be responsible to secure more than one estimate but there was the issue of the June 30<sup>th</sup> deadline for completion and payment of the work or lose the remaining grant funds.
- It was asked who prepared the repairs list and whether the work must be done now to which Ms. Joeckel advised meeting with the Harbor Master, assessing the Marina and Marina Office to ascertain the repairs needed. A safety issue was also addressed.
- Mr. Joeckel reported requesting only a \$10,000 VPA Grant for FY 2016 thus the urgency in addressing these repairs now.

John Joeckel made a Motion for approval for the Town expenditure of \$625 for repairs to the floating dock by RP Marine which was seconded by Aileen Joeckel. A vote was taken with Sandi Wood for and Susie Atkinson and Stuart Bell Against. The Motion passed and the Roll Call Vote is attached hereto.

- Aileen Joeckel went on to discuss the need for two new signs, "Harbor Masters Office" which needs to be replaced due to its deterioration and a "Welcome to Port of Wachapreague" which it was felt would look nice. They would be made of aluminum and be 12.5" x 36" at \$96.50 each. Ms. Joeckel went on to discuss two Information Way Station signs which now show different styles of boats and an aerial view which are very expensive. The existing ones are 20 years old and to replace them would cost \$650 each which does not include labor. Ms. Joeckel feels a rough estimate for the creation of the table top to house these signs would be around \$200-\$300. It was suggested that in place of the different styles of boats, possibly fish that are caught in the area. Ms. Joeckel indicated the Marina funds are low and that Tourism funds could be utilized to update these signs.
- Ms. Joeckel also discussed the Nature Conservancy Overlook which needs to be spruced up and that they will be petitioning them to do so, which also would include replacing their birding sign.
- Vice Mayor Munn confirmed that two bids would be required for any job over \$250.

Aileen Joeckel made a Motion for approval to spend \$1,800 of Tourism funds on replacement of the "Harbor Master Office" and "Welcome to Port of Wachapreague" signs, as well as replacement of the two existing Information Way Station signs and John Joeckel seconded the Motion. Sandi Wood, Suzie Atkinson and Stuart Bell were all against. As such, the Motion did not pass.

**B. Town and Marina Cash Asset Disposition** – Council will be attending the VML Regional Supper in Wachapreague on April 30<sup>th</sup>. The Virginia Municipal League accepts public funds from local jurisdictions to provide excess funds be kept in an interest bearing account to get a higher rate of return. This meeting will afford the council firsthand information.

**C. Town Maintenance/Garbage** – Vice Mayor Munn had nothing to report.

**D. Powell Memorial Town Park** – Vice Mayor Munn advised:

- Several attempts were made to meet up with Wayne Burton of Parks and Recreation which is now scheduled for April 15<sup>th</sup>. Ms. Munn intends to discuss with Mr. Burton what needs to be done at the Park and who will be responsible to pay for it. Ms. Munn will again show him the base that held the merry-go-round sticking up on the playground, a safety issue, as well as fencing and playground

equipment. Mr. Burton had mentioned the possibility of obtaining playground equipment from schools that have closed but to date has not done so. After the April 15<sup>th</sup> meeting Ms. Munn should have a full report for council.

- Mr. Joeckel pointed out the \$1,164 in the Budget for playground equipment spending.
  - Stuart Bell discussed the graphic writing on the beams which are not suitable for children. Ms. Munn had not seen that but will also discuss it with Wayne Burton.
  - Ms. Munn also advised in speaking with J.D. Bradshaw that the County has hired someone to spray pesticide around the Park, so they will no longer be spraying Round-Up there. J.D. advised they did, however, mow the lawn as it was getting quite high.
- E. Town Hall Beautification/Maintenance** – Ms. Munn has spoken with Mayor Janci and they plan on sprucing up the front of Town Hall with some plants, such as knock-out roses and perennials and put cloth down to control weeds.
- F. Streets and Drainage** – Stuart Bell reported Chris Isdell of VDOT may attend the next Town Council Meeting to discuss the ownership of the sidewalks along Main Street.
- G. Safety & Security** – Stuart Bell advised there is nothing to report. Ms. Munn mentioned there was a report of dumping trash at the Town Marina. There are surveillance cameras if it becomes a problem.
- H. 911 System** – Lynn Weeks advised there are some additional letters that need to be sent out. Ms. Munn reported almost having completed Main Street. Ms. Joeckel is still working on this but finds that many people live outside of Town. It was suggested she look on the Accomack County Tax Map for the name of the property owner and their address. Ms. Joeckel advised she would give it one more weekend.
- I. Seaside Park** – Vice Mayor Munn advised:
- Mayor Janci is having a Clean-Up Day at Seaside Park on May 2<sup>nd</sup> from 9:00 a.m. to 3:00 p.m. Volunteers are requested to bring some gardening tools and gloves. Mayor Janci and his wife will be furnishing lunch to all volunteers. It was requested notices be placed about Town, emails sent and also noted on Facebook. Lynn Weeks and J.D. Bradshaw are to comply with this request.
  - Surveillance cameras are being looked into by John Joeckel who reported a representative from Satellite Communications is coming soon and will give him an estimate.
- J. Delinquent Real Estate Taxes** – Please see section V. Review of Financial Report – Town of Wachapreague.
- K. Planning Commission** – Aileen Joeckel advised their meeting is scheduled for April 16<sup>th</sup>.
- L. Virginia Hazard Mitigation Committee** – John Joeckel advised:
- This is a two year project with the coastal erosion portion almost done.
  - Mr. Joeckel believes he has been able to get the Cedar Island issue into it.
  - Mr. Joeckel advises it takes him about 4 hours every month on this project. He also mentioned meeting with the Army Corps of Engineers and Congressman Rigell's Eastern Shore representative.
- M. Tourism/Business**– Aileen Joeckel has been gathering information to be placed on the Town's new website by Full Circle Designs, Mona Cossitt, and that it is quite comprehensive. A request was made for all future invoices from Full Circle Designs be detailed as to the work performed to date. Lynn Weeks advised Ms. Joeckel the Town would receive additional CRS credits by having a FEMA link on the website. Ms. Munn mentioned the changes in the criteria that CRS is requiring and Ms. Joeckel mentioned the ISO/CRS Specialist will be in attendance at the VML 2015 Spring Regional Supper set for April 30<sup>th</sup> where these criteria will be addressed.

- Ms. Joeckel mentioned an Island House Restaurant billboard pre Cape Charles and how it has helped Blake Johnson draw in business. The Town has an existing sign whose annual property rental is less than \$100, however, it seems invisible. It was suggested the Wachapreague sign on Route 13 by the Crop Production facility could use a facelift to attract more people to the town. Ms. Joeckel is not sure if the Grant would cover the cost. Ms. Munn believes the success of the Island House billboard will be a help to the town, as well. It was also mentioned the Town has a light box at the Welcome Center in Kiptopeke.
  - Ms. Joeckel discussed the finalizing of the Artisan Trail and, if the Town wins a bid for more space, placing a picture in the brochure of say “Nita Dream”, which is no longer here, but shows fishing on a boat out of Wachapreague and then putting the Town website address below it. The cost would be \$150 and Tourism would pay for it. A printing of this brochure of approximately 20,000 to 30,000 cover the next three years or so.
  - The tourism board also discussed the timeline of the 4<sup>th</sup> of July Celebration. It was suggested the parade start at 1:00 p.m. with awards to follow. Bonnie Munn already has judges for the bicycles and golf carts. Judges will be needed for the desserts, in various categories. Also, raffle tickets need to be sold for the patriotic quilt that Cathy Janci is donating with all proceeds to go to the Seaside Park. Skydiving event at 2:00 p.m. and eating at 3:00 p.m.
  - Ms. Joeckel discussed the Crab Cake Bake-Off in mid-September, Yard Sale and Fishing Gear Swap in October, possibly the 3<sup>rd</sup>, 10<sup>th</sup> or 17<sup>th</sup> and “Art in the Park” with local artists and live plant sale.
  - Ms. Joeckel advised Cathy Bell is working on a “Historic Walk” with the top 10 best “must see” locations in the Town featured on a rack card.
- N. Board of Zoning Appeals Appointments** – Aileen Joeckel mentioned Joe Tormos as a possible Board member, but needs a total of five to be in compliance.
- O. Town Ordinances** – No revisions at this time.
- P. Mosquito Control Schedule** – Ehrlich Pest Control has begun their work in Town.
- Q. 4<sup>th</sup> of July Celebration** – See section M above.

**VI. New Business –**

1. Budget for FY 2016 – Mr. Joeckel presented the following timeline:
  - May 18<sup>th</sup> he will email the proposed Budget to council
  - May 23<sup>rd</sup> “work session”. It should be noted this is a Saturday
  - Advertise the proposed Budget in the newspaper – 2 consecutive weeks
  - June 9<sup>th</sup> Public Hearing and Town Council Meeting
  - June 16<sup>th</sup> Special Meeting to vote on the Budget
2. ESVA Chamber of Commerce annual membership \$275. The Town has been a member for a number of years. Will be addressed at the next Town Council meeting to take a vote.
3. VML (Virginia Municipal League) annual membership 2015-2016 for \$380. This will be addressed more fully at the next Town Council meeting.
4. Color Copier – A more detailed discussion to come at the May 12<sup>th</sup> Town Council meeting.

**VII. Announcements –**

1. Lynn Weeks thanked Stuart and Joann Bell, Sandi Wood, Barbie Jones, Mayor Janci and Bonnie Munn for the time they devoted on Saturday mornings in the sale of the auto tags/decals. Also mentioned was the response of the residents to the email announcements indicating how pleased they are to be kept informed.

2. Ms. Munn informed council of a call from the Mayor of Saxis about the County putting auto tags/decals on the Personal Property Taxes which, if enough Towns were interested, could bring the cost down to \$600 to \$700. The Saxis Mayor is going to schedule a meeting with Mike Mason and notify us. Lynn Weeks also spoke with the Saxis Mayor and advised the Town of Wachapreague does not charge Personal Property Tax, nor trash pickup fees, as they are included the Real Estate Taxes. Once notified of this meeting, a representative of the Town will attend.

**XI Adjournment** – Aileen Joeckel made a motion to adjourn the meeting and Sandi Wood seconded the motion. The motion was voted upon and passed unanimously. The meeting was adjourned at 8:35 p.m.

CBW  
4-14-15

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MAYOR

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TOWN CLERK