

TOWN OF WACHAPREAGUE  
TOWN COUNCIL MEETING  
SEPTEMBER 9, 2014

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

**TOWN COUNCIL MEETING**

**I. Public Comments –**

1. Linda Jones discussed the Town Wide Yard Sale that was agreed to by Council at the August 12, 2014 Town Council Meeting. To date there has been no advertising other than a Notice and Sign-up Sheet at the Wachapreague Post Office, General Store and, Notice only in the Town kiosk and front door of Town Hall. Ms. Jones had contacted WESR about costs of advertising and it would be \$6 per day and \$5 on Friday. Council agreed to Wednesday through Saturday. Susie Atkinson volunteered to go to WESR to place this announcement. Also requested was an ad in the Post and Lynn Weeks is to take care of this. Bonnie Munn offered a poster board for a sign on Route 13.

2. Ms. Jones asked if the Town was using tax dollars of Town residents to promote businesses in Town and out of Town.

- Aileen Joeckel advised that the Meals Tax Ordinance provides 25% of receipts to go towards promoting tourism with 75% to the Town.
- John Joeckel indicated the intent of the Ordinance is to increase the local businesses future revenues such as the Wachapreague Motel, Island House and General Store and further explained that the purpose was to ensure that by increasing business revenues the town benefits by receiving increased tax revenues from the transient tax, sales tax and meal tax which provides the town funds to continue to make town improvements and control real estate property taxes.
- Stuart Bell did not feel that all businesses in Town were benefiting at all and only the select few were.
- Bonnie Munn asked about a proposed ad for the Richmond Times Dispatch which highlighted the Crab Cake & Apple Pie Bake-off with inquiries to the Wachapreague Inn, Island House Oyster Roast and Blue Crab Bay Co. Oyster & Wine Fest.
- Ms. Joeckel advised Nikki Wardius, a member of the Business & Tourism Board, brought to her attention an insert that was going to be placed in the Richmond paper for upcoming Fall Events and the ad was prepared. Due to timing, the deadline was missed, however, the paper is willing to run the ad on two consecutive week-ends for a lesser rate of \$695 from the original \$1,100.
- Blue Bay Crab Co. was listed because they had the capabilities of developing a professional advertisement for the town and also provided in-kind award donations last year of up to \$300 in stoneware and gift prizes and this year those in-kind award donations should increase to over \$500 for the crab cake and apple pie winners.
- Ms. Joeckel also discussed the Artisan Trail, of which she is on the management team, where a map is generated for tourists to bring them onto the Eastern Shore and assist them in locating places such as an alpaca farm, antiques, pottery, Sandy Russell's Decoys and Bilicki's Art Gallery in Wachapreague, etc.

3. Linda Jones also inquired into the progress of the three delinquent golf cart owner's and was advised Chris Wardius has the application and still needs to comply. Ms. Joeckel is to speak with Blake Johnson. Kathleen and Brian Bartoszak are now in compliance.

## **II. Call to Order**

Vice Mayor Munn called to Order the Town Council Meeting at 7:40 p.m. on September 9, 2014 in the Wachapreague Town Hall.

## **III. Pledge of Allegiance**

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

## **IV. Approval of Minutes –**

Aileen Joeckel made a Motion to Approve the Minutes of the August 12, 2014 Town Council Meeting and Susie Atkinson seconded the motion. There being no further discussion, the Minutes of the August 12, 2014 meeting were voted upon and passed unanimously.

## **V. Review of Financial Report –**

John Joeckel reported yearend figures still being tabulated.

### **TOWN OF WACHAPREAGUE**

- 2014 yearend Revenue was a little above 2.5% over last year (2013).
- Expenses are approximately the same, \$500 - \$600 less than 2013.
- Net Income is 19% higher than 2013.
- Labor costs for the Marina and Town, when you subtract the 3% wage increase, are a little over 10% above 2013.

### **PORT OF WACHAPREAGUE**

Mr. Joeckel reported:

- Net income is a negative \$8,500 but that is a 118% improvement over the 2013 results when you consider the depreciation and charges with the dredging and electrical repair projects.
- The FY 2013 and FY 2014 Budgets show the Town's net income is up by approximately 16% with expenses down by 26% indicating an improvement of 52% over 2013 due to the meals tax.
- Susie Atkinson asked about receipts for transient occupancy taxes. Mr. Joeckel advised transient occupancy taxes are quarterly with the meals tax being monthly. Mr. Joeckel feels there is a timing issue involved with the quarter ending in June and receipts coming in July.

In summary:

- Mr. Joeckel advised total assets for the Town in savings is \$150,000 over 2013 of \$127,000 showing an increase of 18%.
- The Port of Wachapreague is down 13%, \$92,000 in FY 2014 versus \$105,000 in FY 2013. Two payments for the Marina of \$600 and \$400 respectively have been received but not reflected on the Customer Balance Sheet.
- In real estate Juliana Riahi has not paid and thus has been forwarded to the Town Attorney for legal action; Norman Wayne Taylor, Sr. and Buddy Barnes, brother of Raydean Lipscomb have been coming in and making payments when they can.

## **VI. Old Business**

A. **Marina** – Mr. Joeckel discussed the total VPA Grant in FY 2014 was \$80,000.

- Of the total VPA Grant the Town Marina spent an estimated \$35,500 on dredging, below budget.
- The electrical repairs project came to \$30,778 plus the additional change orders of \$6,870 for a total estimated cost of \$47,909 and thus came in over budget.
- With the remaining Grant monies of \$8,692 to go toward the Marina office roof project in an amount of \$2,850 would leave a balance of \$6,555 for any additional projects for FY 2015.

- Mr. Joeckel explained the additional work performed by the electrical contractor of 6 additional LED lights had been approved by him. He was unaware of the need and replacement of the wiring although the Contractor said the Harbor Master was. Mr. Joeckel stated the Harbor Master acknowledged she was aware of the work but not the magnitude of the dollars.
- Stuart Bell and Susie Atkinson asked about the authority the Harbor Master would have to make decisions such as these outside of council approval. Mr. Joeckel acknowledged the Harbor Master is aware of the need for financial approvals and a more open communication concerning future project costs will be assured.

John Joeckel made a Motion for Authorization to pay U.S. Electric for additional repairs to the electrical system of the Port of Wachapreague Town Marina in the amount of \$6,870. Bonnie Munn seconded the Motion. There being no further discussion, the Motion was voted upon and passed unanimously.

B. **Channel Dredging** - Mr. Joeckel advised:

- The dredging of the Wachapreague Channel and Bradford's Bay is now complete. The dredging occurred in Bradford's Bay with a touch up in the Wachapreague Channel.
- Mr. Joeckel has been advised by The Army Corp of Engineers that a preliminary survey has been performed which matches up to the necessary MLW depths as required in the contract.
- A Final Report from the Corps is expected sometime next week which will show the maps of the channel with width and depth that he will forward to the Charter Boat Captains.
- Mr. Joeckel is attempting to schedule a meeting with State Delegate Bloxom for next Monday to discuss the dredging issues of the Wachapreague Channel and problems with Cedar Island. He will also address the issue of Wachapreague being designated as a "Critical Harbor of Refuge".

C. **Golf Carts** – Aileen Joeckel advised she has spoken to Nikki Wardius who already has the application and she will again speak with Blake Johnson.

D. **Town Maintenance/Garbage** - Bonnie Munn had nothing new to report except that John Burton had taken last Wednesday off and Buddy Barnes worked with J.D. Bradshaw doing trash pick-up.

E. **Powell Memorial Park** – Bonnie Munn advised speaking with Wayne Burton of Parks & Recreation and that the concession stand sink and counters have been ripped out and will soon be replaced.

F. **Streets and Drainage** – Stuart Bell spoke with Chris Isdell of VDOT. VDOT did some research into who actually owns the sidewalks in the Town of Wachapreague and found that the property owners do. This research was done in response to a complaint entered by the Wachapreague Motel. According to Mr. Isdell a notice has been sent to Nikki and Chris Wardius advising them of this. Mr. Bell is unaware if VDOT would notify all property owners and Bonnie Munn suggested the Town send notices to the residents affected. Once the list of homeowners along Main Street are identified the Town will send notices.

G. **Town Hall Beautification/Maintenance** – Ms. Munn reported nothing new at this time.

H. **Safety/Security** – Stuart Bell reported nothing at this time.

I. **911 System** – Susie Atkinson reported:

- Going door to door with the Address Update Form and gotten a number of signatures. Ms. Atkinson has found that in some instances the property owner lives out of Town or out of State.
- Bonnie Munn too has encountered this and a request was given to Lynn Weeks to prepare a form letter to those property owners advising them of the purpose of the Town's request and, requesting they sign and return the Address Update Form in the stamped, self-addressed envelope that is to be included.
- Lynn Weeks advised Mayor Janci told her he has obtained 50 to 60 signed forms to date.
- Bonnie Munn has indicated completion of her streets by this upcoming weekend.

J. **Seaside Park** – John Joeckel indicated he is having difficulty finding a contractor to discuss the surveillance camera to oversee Seaside Park. A request was made for Lynn Weeks to forward the

VML Insurance Grant application to him. Mr. Joeckel hopes to have this information by the October 14<sup>th</sup> meeting.

- Susie Atkinson knows someone in town who does satellite connections and will get in touch with them.
  - Bonnie Munn suggested Marvin Giddens of D&D Computers in Onley.
  - Stuart Bell advised Absolute Security of Salisbury handles all of the surveillance cameras at his place of business. Mr. Bell indicated they do a lot of work in this area.
- K. **Delinquent Real Estate Taxes** – Bonnie Munn pointed out that the total outstanding real estate taxes due is less than \$2,000.
- L. **Planning Commission** – Aileen Joeckel advised:
- She has now attended two meetings. Pete Hodgson has written up some goals and strategies developed by the Planning Commission that were presented to her this day, a copy of which was circulated to all council present. Ms. Joeckel had some ideas to present but was informed the commission feels the Comprehensive Plan would pass with only an additional line or two.
  - John Joeckel feels a meeting between Council and the Planning Commission is recommended.
  - Ms. Joeckel advised Pete Hodgson will be out of town until November so it was suggested he be asked to attend the Town Council Meeting of November 11<sup>th</sup> to give a briefing on the Goals and Strategies. Ms. Joeckel will speak with Mr. Hodgson. All council agreed.
- M. **FEMA** – Mayor Janci nor Sandi Wood were present.
- N. **Town Employee Job Descriptions** – John Joeckel presented his proposed Harbormaster job description to all council. Sandie Puchalski has had the opportunity to review and discuss it with Mr. Joeckel. As council had just been presented with the job description, Susie Atkinson has requested time outside of the meeting to review it. This matter will be presented at the next town meeting for revisions or approval.
- O. **Tourism/Business and Tourism Advisory Board – See also I-2**
- Aileen Joeckel discussed the concerns raised over the recent advertising. In the Prepared Food & Beverage Tax Ordinance (meals tax) it states in Section XVI – Disposition of Revenue (a) A minimum of twenty-five (25) percent of the tax levied under this article shall be used to promote tourism. This includes town improvements that will enhance the town as a visitor destination. (b) No part of the tax levied shall be used for any compensation of the Town Council, or any town commission, board or advisory committee.”
  - Some Council members did not see where all businesses in town were benefiting from recent advertising and the Town of Wachapreague overall.
  - Ms. Joeckel advised she is now on the management team of the Artisan Trail, in part, to make sure our local artisans, i.e. Carrie Jacobsen, Sandy Russell and the Current Reflections – Fine Arts gallery, are recognized.
  - The tourism committee suggested a billboard along Route 13 heading North before Cape Charles promoting the Town of Wachapreague as a destination.
  - The Fall Events notice for advertising in the Richmond Times Dispatch has been revised using the name of Wachapreague numerous times. Ms. Joeckel inadvertently brought along the unrevised notice. Council were not opposed to advertising but wanted the Town of Wachapreague to be more prominent in the notice.

John Joeckel made a Motion to approve the expenditure for an advertisement in the Richmond Times Dispatch in the amount of \$695 which ad will run two consecutive week-ends. Susie Atkinson seconded

the Motion, with Bonnie Munn and Aileen Joeckel for it and Stuart Bell against. As there was a majority vote the Motion was approved and passed.

Ms. Joeckel also made a Motion to approve the expenditure for the annual 20 x 24 Lightbox at the Virginia Welcome Center in the amount of \$850 which motion was seconded by Bonnie Munn. There being no further discussion, the motion was voted upon and passed unanimously.

Ms. Joeckel also addressed the annual Eastern Shore Visitor's Guide 2015 which is due in November. After a discussion of council this will be revisited at the October 24<sup>th</sup> meeting.

P. **Board of Zoning Appeals Appointments** – Aileen Joeckel has nothing at this time.

VII. **New Business** –

(a) John Joeckel has requested all town ordinances be scanned into the computer and a copy forwarded to him as some are old and may need updating and some have not been signed by previous Mayors. This will be placed on the next Agenda.

(b) Mr. Joeckel also discussed the 2006 ordinance which instituted a \$.22/\$100 tax on real tangible property. He would like research done to see if there was ever a vote changing this amount to be equivalent to the real estate taxes. This will be placed on the next Agenda.

VIII. **Announcements** – Bonnie Munn mentioned speaking with the Town Clerk of Accomack County who indicated a computer program is available at a cost of \$6,000 to \$7,000 to assist small towns in pursuing individuals to pay for their auto decals. The program could be added directly onto the Tax Bills requiring everyone to pay for them along with their tangible and real estate property taxes. Thus far Ms. Munn is the only one who has responded to the Town Clerk.

IX. **Adjournment** – Stuart Bell made a motion to adjourn the meeting and Aileen Joeckel seconded the motion. The motion was voted upon and passed unanimously. The meeting was adjourned at 9:20 p.m.

CBW  
9-9-14

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MAYOR

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TOWN CLERK