

TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
December 10, 2013

PRESENT: Fred Janci, Mayor, Bonnie Munn, Vice Mayor, Tres Atkinson, Stuart Bell, Selina Coulbourne, Aileen Joeckel and John Joeckel
TOWN CLERK: Lynn Weeks
PUBLIC PRESENT: Carol Burnham

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I. Public Comments –

- Carol Burnham stated Christmas lights look nice and cheery.
- Mayor Janci acknowledged maintenance personnel decorating tree outside of Town Hall, wreath on front door, and the Fire Department putting lights up along Main Street.

II. Call to Order

Mayor Janci called to Order the Town Council Meeting at 7:00 p.m. on December 10, 2013 in the Wachapreague Town Hall.

III. Pledge of Allegiance

Mayor Janci led the Council and Public in the Pledge of Allegiance.

IV. Approval of Minutes

Bonnie Munn made a Motion to Approve the Minutes for the November 11, 2013 Town Council meeting and Aileen Joeckel seconded the motion. There being no further discussion, the minutes were voted upon and passed unanimously.

V. Review of Financial Report

John Joeckel reported the following:

- Total assets for the Town are \$163,000 vs. \$157,000 last year, this is an increase of approximately \$5,000.
- Total income for the Town is down \$14,000 which in part is due to non-receipt of the pass through of the Fireman's Program. We need to check on when the additional \$8,000 is to be provided.
- Advertising and Tourism this year is \$3,000 vs. \$100 last year.
- Net income for the Town is down \$15,000 from last year and includes \$10,000 less on real estate taxes due to the 20% reduction on property tax for 2013, the meals tax and the elimination of council compensation. This should be made up through meals tax revenue.
- Port of Wachapreague totals this year are \$3,700 vs. \$6,700 last year due to Port Authority Grant of \$3,000 in last year.
- The Marina's checking and savings is up \$8,000 over last year.
- The Customer Balance sheet, as of this date, is not accurate due to the number of receipts received daily.
- A request was made that the Customer Balance Sheet remain separate as to 2012 and 2013.

Bonnie Munn made a Motion to accept the November 2013 Financials and Aileen Joeckel seconded the motion. There being no further discussion, the Financials were voted upon and passed unanimously.

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VI. Old Business

• Marina

John Joeckel reported:

- The VMRC Permit has been completed and presented to Hank Badger.
- VIMS has renewed their Permit.
- Lynn Weeks and I are working on additional forms required by VDOT.
- Blake Johnson is still awaiting his proposal from Ray Nornes.
- Ray Nornes, the contractor, came in with a proposal of \$45,000 for dredging the Port of Wachapreague Marina which includes 2,350 cubic yards of sediment removal. The breakdown of this is \$20,000 for mobilization and \$25,000 for dredging.
- Mr. Joeckel is developing a contract for Mr. Nornes. Unable to locate a prior one.
- If no issues come in from DEQ and the Corps of Army Engineers the dredging is anticipated to be done in February, 2014.

E. Town Maintenance/Garbage

Bonnie Munn reported:

- J.D. took the Town pick-up truck in for its inspection this month.
- The Town trash truck had a non-serious problem with the brakes and was being checked out and serviced and expected back today.

F. Powell Memorial Park

Bonnie Munn reported she spoke with Wayne Burton of the Department of Parks and Recreation and they discussed:

1. He was on his way to Powell Memorial Park to shut off the water valves.
2. The possibility of DPR taking over the tennis courts for repair and maintenance. He indicated at their next meeting he would discuss this and let her know the outcome.
3. That the DPR will be replacing the sink and counter tops at the concession stand in the Spring.

G. Streets and Drainage

Stuart Bell announced that Wachapreague is next in line for repairs of the damaged and cracked sidewalks along Main Street.

H. Town Hall Beautification/Maintenance— Tres Atkinson advised nothing new to report.

I. **Safety/Security**— Selina Coulbourne discussed the Town Christmas Tree being stolen and the possibility of some surveillance equipment being installed to oversee the Seaside Park. Council concurred.

J. **911 System**— Selina Coulbourne reported:

- Lynn Weeks spoke with Brian Brennan a new resident of Wachapreague who purchased a home through Realtor, Pat Hart, which was originally listed as 6 Custis Street but was changed to 5 Custis Street by Accomack Title & Settlement, Inc. The problem is that the neighbor across the street has the same address and has lived there for 20 years. After numerous phone calls Mr. Brennan has turned to the Town for assistance and advice.
- Ms. Coulbourne is to speak with Jeff Flournoy to discuss this issue. Mr. Atkinson indicated he will be seeing him soon and will approach him on this subject.

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- Mayor Janci feels it is necessary that the Town get the issue of the difference in house numbers versus 911 numbers settled even though it may be an inconvenience to the residents of Wachapreague.
- This issue is to be addressed again after the Holidays.
- K. **Seaside Park**— See Section I.
- L. **Delinquent Real Estate Taxes and Town Tags/Decal Fees**— Lynn Weeks reported that Wayne Taylor is paid up on his 2012 taxes. Mayor Janci advised payment was made by a kind and generous citizen of Wachapreague who requested to remain anonymous.
- M. **Planning Commission** - Met on December 3rd. Mayor Janci reported discussions on:
 - Master Plan of VIMS
 - It was noted there is a 10' wide alley that runs from Liberty to Riverview that is not part of VIMS and unsure whether it is public or the Town's. They are checking to see if there is any history on it.
 - Mayor Janci wants to contact Gloucester Town where VIMS has another facility with a Visitor's Center.
 - Aileen Joeckel advised of a discussion with the architect of the VIMS building and lab and the Town's interest in VIMS having their own Visitor's Center. The architect indicated that when the Town is ready to petition VIMS that she may be of some assistance with names of possible donors.
 - Reviewed 1997 strategic plan that depicted walkways and boardwalks.
 - The Nature Conservancy and the working ownership of the lands and what's called the Bailers survey and who claims the land from the public domain.
 - If the Nature Conservancy would be of any assistance to the Town other than natural habitat such as ocean concerns. Mayor Janci has spoken with Curtis Smith and invited him to attend one of our meetings to discuss the 50 year plan.
- N. **FEMA**— Mayor Janci reported:
 - Contact with Charlie Banks of Richmond, Virginia who is the Coordinator for the Flood Plan. According to Mr. Banks there is no date for the implementation of the Flood Ordinance, yet. Once a date is in place we will have 60 days within which to comply.
 - Ms. Joeckel discussed National News report of Maxine Waters who was instrumental in the implementation of the FEMA/Congress flood-insurance and who is now stating this was not her intent and, a news report in the Eastern Shore News that Chincoteague has hired a lobbyist to seek a legislative fix in Congress to the Waters-Biggert Act.
 - Mr. Joeckel feels contact with the Mayor of Chincoteague to possibly get a template of a letter that could be utilized and then send to our congressmen and two senators and any other contact information wherein a request be made for a legislative fix of this insurance issue concerning Waters-Biggert. Mr. Joeckel reminded the Council that he has already transmitted a letter concerning this issue to both senators and Congressman Rigell.

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- Our Zoning Ordinance must be updated to include the Town's Flood Plan Ordinance, a sample copy of which has been made available by FEMA. The Virginia Department of Conservation and Recreation has to approve it before it is presented to FEMA. Possibly this could be added as an addendum. It has been suggested the Town Attorney review it first.
 - O. Town Employee Job Descriptions and Calendar –**
 - Bonnie Munn confirmed job descriptions for Maintenance Supervisor and Maintenance Crew already in existence are acceptable.
 - Mayor Janci has finalized the Job Description for the Town Clerk.
 - John Joeckel to prepare one for the Harbor Master.
 - Lynn Weeks to provide copies of existing Job Descriptions to all Council.
 - A diary system on the Town's computer is available for all upcoming deadlines. Council encouraged to take advantage of this feature.
 - P. Tourism/Business and Tourism Advisory Board –** Aileen Joeckel advised Board to reconvene after the holidays.
 - Q. Board of Zoning Appeals Appointments – Circuit Court Appointment**
 - Lynn Weeks confirmed a letter was sent to David Rowan for the appointment of Patricia Bragg.
 - P. Helicopter Landing Ordinance/FAA Letter –** John Joeckel reported he has not had opportunity to address this at this time.
 - Q. Garbage Rates –** Mayor Janci reported he has a list of stops both commercial and out of town.
 - R. Zoning Administrator –** Mayor Janci reported:
 - He spoke with David Fluhart who indicated he cannot fill this position.
 - Checked to see if Town could piggyback with County but was advised due to Zoning Ordinance they cannot be of assistance.
 - Mayor Janci to check with Sandy Russell to see if he would be interested in the interim.
 - Discussed paying an hourly rate for time spent instead of a blanket monthly rate.
 - John Joeckel mentioned that the Town of Onley has a part-time Administrator who may be interested in working part-time for the Town of Wachapreague.
 - Mayor Janci indicated he will make contact with the Administrator.
 - S. Town Sergeant –** Mayor Janci discussed the costs that would be incurred such as insurance, a car and a radar gun. The Town Sergeant would write speeding tickets which could off-set some of these expenses. Further discussion at a later date.
 - T. Golf Carts –** Mayor Janci has procured the additional signs indicating "Permit Required" to be attached to the existing Golf Cart signs.
- VII. **Executive Closed Session –** John Joeckel made a Motion for Closed Meeting pursuant to Virginia Code §2.2-3711.A.1, regarding personnel issues. Selina Coulbourne seconded the motion. A Roll Call Vote was taken and passed. The Motion and Roll Call Vote are attached hereto these minutes

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- VIII. **Reconvene Open Meeting**— Aileen Joeckel made a Motion to Reconvene Open Meeting. Bonnie Munn seconded the Motion. A Roll Call Vote was taken and passed. The Motion and Roll Call Vote are attached hereto these minutes.
- IX. **Christmas Bonuses** – Aileen Joeckel made a Motion to pay Christmas bonuses to Town employees. Bonnie Munn seconded the Motion. There being no further discussion, the Motion was voted upon and passed unanimously.
- X. **New Business** –
- Stuart Bell requested for consideration on the upcoming 2015 Budget a Christmas Party for Council and their spouses, as well as Town Employees for Christmas, 2014.
 - Mayor Janci discussed a need for a security camera on the roof of Town Hall that would oversee Seaside Park. John Joeckel indicated the cost to be approximately \$1,000. This issue to be moved to Old Business for further discussion.
- XI. **Adjournment**— Aileen Joeckel made a motion to adjourn the meeting. Tres Atkinson seconded the motion. The motion was voted upon and passed unanimously. The meeting was adjourned at 8:30 p.m.

CBW
12-10-13

MAYOR

TOWN CLERK