

TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
OCTOBER 8, 2013

PRESENT

Fred Janci, Mayor

Bonnie Munn, Vice Mayor

Stuart Bell

Selina Coulbourn

Aileen Joeckel

John Joeckel

ABSENT

Tres Atkinson

Town Clerk: Lynn Weeks

PUBLIC PRESENT

Z.R. Lewis, III

Carol Burnham

TOWN COUNCIL MEETING

I. Public Comments – None

II. Call to Order

Mayor Janci called to Order the Town Council Meeting at 7:00 p.m. on October 8, 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 September 10, 2013 Town Council meeting and Selina Coulbourn 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:

- The Town's Income from the first quarter is down \$14,000. With the elimination of the Fire Program that was \$15,000 last year and receipt of Transient Occupancy Taxes from the Wachapreague Inn of over \$1,000 and Archie's around \$150, we are, in actuality, ahead of last year by approximately \$4,000.
- The Town's Expenses from first quarter are down \$7,000 over last year. Our Total Assets are up by \$14,000 with a total Liability and Equity of \$5,500 over last year.
- The Marina's first quarter is \$3,000 less than last year due to the Port Authority Grant which we do not have this year.
- The Marina's expenses are down by \$800.
- Total Assets are up by \$7,500 but when you calculate appreciation we are down by a total of \$21,000.
- The Total Liabilities and Assets is \$30,000 more this year than last year this quarter.
- Mayor Janci discussed the Seaside Park Fund which appeared to have been credited back out of the Fund. Mr. Joeckel checked the Seaside Park Fund under the Profit & Loss Budget vs. Actual where the Fund has \$1,092.79 in it.

TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
OCTOBER 8, 2013

VI. Old Business

A. Marina

- There are 2 outstanding accounts, Charles McCaskill to whom a strong letter was prepared for mailing and, Lindsay Paul who the Harbor Master, Sandie Puchalski, will be speaking with personally.
- Sandie Puchalski was successful in securing VMRS in a long-term slip.
- Mrs. Puchalski advised that the duck pond has been cleared away and that a shut off valve installed and the water shut off for the season.
- Mr. Joeckel stated he is still working on permits for the Marina dredging.

B. Virginia Inside Passage: Aids to Navigation

Mr. Joeckel reported:

- Nothing additional to report regarding the U.S. Coast Guard. As to the replacement of the bouys Mr. Joeckel has not been advised.
- In several presentations before The Accomack County Supervisors and Northampton Board of Supervisors, Mr. Joeckel made a proposal to set up a Waterway's Board. To date he has not heard back from them.
- Mr. Joeckel is still awaiting word from the Corps of Army Engineers for their plan for Bradford's Bay; they may dredge this year, which is under serious consideration once their survey is completed for the whole Virginia Inside Passage.
- Also discussed was the loss of Cedar Island which Mr. Joeckel advised the Corps of Army Engineers in their study may help with beach restoration to reduce the width of the inlet to prevent the impingement on the salt marsh. He will be attending a meeting in November on this subject.

C. Powell Memorial Park

- Bonnie Munn inquired into who winterizes the pipes at the Park and was advised that responsibility would be the Parks & Recreation Department.
- The tennis courts were then addressed and noted there is no charge to use them. The Courts are locked and a key could be requested from Town Hall. Due to the cracks in the concrete being a safety issue a Release Form would need to be signed to cover any liability on the part of the Town. A form will be prepared to accomplish this.

D. Marina Easement

- Mayor Janci asked Council to review the proposed Deed prepared by David Rowan. All Council were in agreement over the wording.
- John Joeckel has requested the Town Clerk to request Attorney Rowan submit an itemized invoice for submission to the Wachapreague Marina, LLC.

E. Golf Cart

Mr. Joeckel elicited comment from Council regarding a decision on Golf Cart Town Tag/Decal Fees.

- Fees charged in Cape Charles -- \$31; Exmore -- \$33; Chincoteague -- \$27; Onancock -- \$1 and Saxis -- \$.0. Bonnie Munn and Aileen Joeckel considered a \$10 fee and Mayor Janci a \$10 or \$15. Stuart Bell did not feel there should be a fee at all.

TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
OCTOBER 8, 2013

- A Motion was made by Bonnie Munn and seconded by Aileen Joeckel for a Golf Cart Permit fee in the amount of \$10. A Vote was taken of all Council with four in agreement and Stuart Bell against.
 - The Golf Cart fee needs to be added onto the Taxpayer Information Sheet with information on the Golf Cart Ordinance.
- F. Town Maintenance/Garbage
Bonnie Munn advised that the lawn mower used by J.D. Bradshaw is corn rowing when used.
- G. Streets and Drainage
- Stuart Bell advised he received a call from an angry citizen about a road being barricaded on September 28th. Mr. Bell spoke with Sean Fate of VIMS who advised the Marine Science Day event was soon to end and that the barricade would be removed. Several days later Mr. Bell spoke with VDOT who advised that this being a public road VIMS would have needed to obtain a permit, which they had not. Mayor Janci again mentioned the painted yellow curbs. The Mayor requested Aileen Joeckel speak with VIMS about the State having to give permission?
 - Mr. Bell spoke with Sheriff Todd Godwin about no parking on sidewalks and was advised to enforce the no parking, signs would need to be placed along the road. Mayor Janci has approached some of the citizens about this issue and they have been complying.
 - Mr. Bell also mentioned in his conversation with the Sheriff that they will be posting an officer along the road at different intervals several times a week regarding the speeding concerns.
 - As to the sidewalks being replaced along Main Street, Mr. Bell has again spoken to Mr. Isdell, of VDOT, who advises he is still working on this issue.
 - Stuart Bell discussed the letter Dan Bilicki submitted to Mayor Janci on September 8, 2013 as to the Current Reflections Art Gallery and the stanchions placed in front of it. Chris Isdell of VDOT upon seeing the steps, platform and stanchions advised they are illegal. Pictures attached to this letter show the building and sidewalk prior to renovation. Completed building shows platform extended over sidewalk.
 - Mayor Janci pointed out other structures that do not meet zoning guidelines, one being Mr. Grimes and that he has been avoiding paying his Real Estate Taxes as well.
 - Mr. Bell is to arrange a meeting for Mayor Janci with Chris Isdell of VDOT to get his input so he can advise the Town of the guidelines.
 - Town Hall Beautification/Maintenance
 - Councilman Tres Atkinson was absent due to a meeting at the Onley Fire Department. It was presented at the Meeting that he had nothing new to report.
 - Mayor Janci discussed having the Town Hall floor either cleaned or replaced. Selina Coulbourne inquired into the cost of replacing the floor. Mayor Janci thought the cost would be approximately \$2 per square foot but would obtain a better estimate by the next Town Council Meeting.

TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
OCTOBER 8, 2013

H. Mosquito Control

- Selina Coulbourne proposed this issue be removed until April, 2014.

I. Safety/Security

- Selina Coulbourne advised she was not aware of any problems.

J. 911 System

- Ms. Coulbourne advised she and Vice Mayor Bonnie Munn have driven around and in some areas the house numbers, in comparing them with the 911 Map, appear to be off by 2 numbers.
- Jeff Flournoy was called for some guidance but Mrs. Coulbourne has not heard back from him.
- Bonnie Munn suggested comparing the Tax Map numbers, 911 set of numbers and house numbers then sit down with the 911 people.
- Ms. Munn has checked along West Street and down by the tennis court and advised those numbers seem fine.

K. Seaside Park

- See also V. Review of Financial Report
- Mayor Janci had a conversation with the Town Attorney about the orange balls and that they were placed there without the Town's permission. As such, Mr. Rowan does not foresee any problem with having them removed.
- Mayor Janci spoke with Tom Larsen of ANEC about the Town not having authorized the balls being put up and ANEC indicated they would remove them at no cost to the Town.
- John Joeckel believes an Ordinance restricting aircraft from using that location would be in order. Mr. Joeckel would like to have in place a document with FAA restrictions. The Town needs to do an Ordinance.
- Stuart Bell made a Motion to remove the orange balls and Bonnie Munn seconded it. There being no further discussion, the Motion to remove the orange balls was voted upon and passed unanimously.
- Mayor Janci indicated he will begin Fall clean-up at the Park and that he is still looking for bricks.

L. Delinquent Real Estate Taxes and Town Tags/Decal Fees

M. Tourism/Business and Tourism Advisory Board

Town Wide Yard Sale:

- October 26th starting at 8 a.m. to 12 noon. Three homes signed up so far. A map showing location of yards selling home items being prepared. Town Clerk needs e-mail list of Town's people to furnish them with this information. Mayor Janci and Aileen Joeckel have decided a wooden sign on Route 13 indicating Yard Sale and Arts, Crafts and Antiques with an arrow would be good advertising. Mayor Janci has agreed to prepare the wooden sign, minus the wording. Ms. Joeckel is to get the cover for the wooden sign. It was also decided to have an announcement on WESR at \$6 for 16 seconds. Allen Burns of the Eastern Shore Welcome Center will advise everyone coming through there of this event.

TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
OCTOBER 8, 2013

Antiques, Arts and Crafts and Collectibles

- Ms. Joeckel announced there are 12 participants signed up and there will also be an antiques tractor show.
- Hot dogs and sandwiches will be provided for purchase by Joe of the General Store.
- Bruce McNeal will play his guitar in the Gazebo.

Tourism

- Aileen Joeckel is in the process of finalizing the Marketing Grant.
- The cost for the kiosk is approximately \$1,000 but will not be put up until the Spring.
- The Walking/Biking Trail has been flagged and VDOT is to come and survey where the markers will be placed. Negotiating possible waiver of \$180 pole replacement cost. Once accomplished the Mayor and Town Employees will set the signs and poles.

Website

- Mayor Janci inquired into the status of the website and the estimated cost.
- Ms. Joeckel indicated the cost somewhere in the \$2,000 to \$4,000 range. There being in the Budget 25% which needs to be spent for Tourism. The web designer will take care of structural changes and the Town would be able to do all updates and photos.
- Ms. Joeckel made a Motion to approve the invoice of Full Circle Designs in the amount of \$360 for the design ad in the Visitor Center by the Bay Bridge Tunnel. Selina Coulbourne seconded the Motion. There being no further discussion, a vote was taken and passed unanimously.
- Ms. Joeckel indicated a need for a logo, such as Onancock. Suggestions were white egret, flounder or possibly a marlin. Further discussion on this matter for a later date.

N. Planning Commission

- Mayor Janci announced the first meeting was held on October 1, 2013 and everyone on the Board attended. Initial discussions were the Town's past and present. Concerns were for the diminishing Charter Captains.
- John Joeckel advised of a very large lot up for sale \$450,000. Concerned about losing working waterfront and the need to protect what we have. Mr. Joeckel feels that setting the vision for the Town of what we are and what we should be, then planning and on to Grants for preservation.
- Carol Burnham inquired into whether there were funds to purchase this land to preserve Wachapreague and stated the agencies would want to know accountability and positive outcomes.
- Ms. Joeckel stated the Business and Tourism Board is working on positive aspects for the Town.
- Mayor Janci would like the Town Council, Business and Tourism Board, as well as The Planning Commission all meet together to discuss these issues.

O. Board of Zoning Appeals Appointments

Mayor Janci announced receipt of a resignation letter from Dan Bilicki.

P. Office Equipment

Mayor Janci advised purchase of a battery back-up surge protector for the office.

TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
OCTOBER 8, 2013

Q. Town Debit/Credit Card

Council concurred a Town Credit Card with a limit not to exceed \$3,000 would be acceptable. A Motion authorizing a Business Credit Card in an amount not to exceed \$3,000 for use for Town purchases only was brought by Bonnie Munn and Seconded by Aileen Joeckel. There being no further discussion, a Roll Call Vote was taken and passed. The Motion and Roll Call Vote are attached hereto and incorporated herein.

R. Town Employee Job Descriptions

Bonnie Munn felt the job descriptions for the Maintenance Supervisor incorporated by the Town on January 5, 2003 and Maintenance Crew of June, 2007 were acceptable to her. John Joeckel will be preparing one for the Harbor Master and Mayor Janci for the Town Clerk.

S. FEMA

- Mayor Janci prepared a flood zone map to be sent to all Real Estate owners along with the 2013 tax bills which includes a note to all Wachapreague Residents.
- Carol Burnham advised the Council that beginning on October 1st everyone will be required to have an "Elevation Certificate" if they have a Mortgage as the government will no longer subsidize homeowner's on their flood insurance.

T. Year End Review Stuffer & Other Documents for Tax Notice Mailing Envelopes

- John Joeckel prepared a "Wachapreague Town Council: 2012-2013 Year in Review" insert to be mailed along with the Real Estate Tax 2013 bills. Estimates of costs for copying this insert ranged from \$1.45 to \$.15 per page.

U. Website

See (N) Tourism/Business and Tourism Advisory Board.

VII. New Business – None

VIII. Announcements

- Dan Bilicki has rendered his resignation as Zoning Administrator effective this date. Reasons presented were that he has started a new business which will take up the majority of his time.
- Carlee Vincent has also resigned effective September 21, 2013. Reasons presented were that she wants to devote more time to her studies and completing her college degrees.
- Town Hall will open on Saturdays when Tags/Decals are for sale. Mayor Janci and Bonnie Munn have offered to alternate Saturdays, as needed.
- Curfew for Halloween will be 8:00 p.m. where a notice will be placed in the Eastern Shore News, in the Post Office and on the door at Town Hall.
- A Cell Phone Tower is to be erected behind the Welcome to Wachapreague sign.

TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
OCTOBER 8, 2013

XI. Adjournment

Stuart Bell made a motion to adjourn the meeting. Bonnie Munn seconded the motion. The motion was voted upon and passed unanimously. The meeting was adjourned at 9:35 p.m.

CBW
10-8-13

MAYOR

TOWN CLERK