

TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
September 10, 2013

PRESENT

Fred Janci, Mayor

Bonnie Munn, Vice Mayor

Stuart Bell

Aileen Joeckel

Town Clerk: Lynn Weeks

John Joeckel

ABSENT

Tres Atkinson

Selina Coulbourne

PUBLIC PRESENT

Randy- Lewis

Carol Burnham

TOWN COUNCIL MEETING

- I. Public Comments
 - Randy Lewis addressed the Town Yard Sale set for October 26th. Felt earlier in the month would be better. Aileen Joeckel advised the Business and Tourism Board checked on all upcoming events and felt this date worked the best. Will consider an earlier time next year.
 - Carol Burnham brought up concerns about speeding. Has noted vehicles driving up to 60 mph down Main Street. Safety concerns were discussed due to the three recent incidents and all agreed. Alcohol was mentioned as part of the problem.
 - Remedies discussed were speed bumps, rumble strips, speed check with radar guns and speed camera on side of road.
 - Stuart Bell stated he will call Sheriff Godwin regarding a speed check by radar gun.
- II. Call to Order

Mayor Janci called to Order the Town Council Meeting at 7:20 p.m. on September 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

John Joeckel made a Motion to Approve the Minutes for the August 13, 2013 Town Council Meeting and Bonnie Munn 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:

 - Assets receivables from checking and savings is \$13,000 more than 2012; this may change after adjustments to year end.
 - July-August Town Checking & Savings down \$122,000 in 2013 versus \$107,000 in 2012 and Net Income was -\$11,000 in 2013 versus -\$3,500 in 2012, hopefully this will even out as the year progresses. Marina Checking & Savings in 2013 \$106,000 versus \$94,000 in 2012 with Net Income in 2013 of -\$4,000 versus -\$5,000 in 2012.

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- Letters were sent to residents regarding outstanding vehicle tags/decals for 2011. Some have responded they no longer have the vehicles in question and/or no longer live in the Town of Wachapreague. One resident who responded indicated they will be coming to pay for their 2012-2013 tags. The Town will send another letter in a couple of months and if no response the outstanding fees will be carried over into next year.
- Delinquent real estate tax letters were also sent out and it is noted that Carr Realtors and Birdnest Investments are now current and David Grimes sent \$100 toward his outstanding taxes.
- Residents who do not respond will be turned over to the Town attorney by the end of September.
- Catholic Charities still have an outstanding balance of \$200 for lawn maintenance on behalf of June Diamond. Invoice will be resubmitted.
- Mr. Joeckel is working on the dredging permits and anticipates a Contract by the end of October, 2013.

VI. Old Business

A. Marina - Mr. Joeckel has nothing to report at this time.

B. Virginia Inside Passage: Aids to Navigation

- Mr. Joeckel reported that a significant number of letters were sent to the Coast Guard.
- Delegate Lewis indicated in his Yearly Report that there is the need to work more on getting dredging funds.
- On August 16th Mr. Joeckel made a presentation before Ron Wolff where a representative from the USCG Fifth District was in attendance along with 30-40 other people. The Coast Guard spoke first followed by Mr. Joeckel. It was a good meeting with good questions.
- Mr. Joeckel attended the Accomack County Board of Supervisors meeting and waited over two hours in a packed house, due to the issue of funding for a new library and, was advised they would have to forego this until next month.
- Patricia Bragg reported to the Town Clerk that two channel markers were missing in Bradford's Bay. Mr. Joeckel indicated the 2 day markers were destroyed by Cottrell Contractors during dredging and he spoke to the Coast Guard who will replace them with buoys.

C. Minutes of Town Council Meetings

- Mr. Joeckel presented to the Council that Public Agencies designated as agencies of the State Government of Virginia are under the requirement to publish Minutes of Meetings within 10 working days thereafter, however, County and Local Governments are not since they are not State Agencies.
- The audio of Council meetings will be available 1 to 2 days thereafter at the Town Hall if someone wishes to listen.
- Written Minutes are not made available for disclosure until approved by Council at the next Town Council Meeting and will be posted on the town website as soon as feasible thereafter.
- The recorder used at the Town Council Meetings does not pick up with clarity all of the speakers. Mr. Joeckel advised ceiling speakers and ceiling microphones work best but they are expensive, around \$1,000 to \$2,000. Something to consider in the future.

D. Golf Cart

- Mr. Joeckel indicated that the signs are now up.
- Mayor Janci indicated the signs still need to indicate Permit Required.
- Stuart Bell indicated Rice Signs has catalogs of every sign available.

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- Need to decide what fee should be charged; Bonnie Munn recommended \$10 to \$15 range; Stuart Bell recommended \$5 to \$10 range. Mr. Joeckel reminded that the rates on the Shore range from \$0 to \$37.

E. Town Maintenance/Garbage

Bonnie Munn reported John's riding mower has been in the shop in need of a tire. Advised should be ready by next week.

F. Powell Memorial Town Park

- Bonnie Munn reported a resident has reserved the Park for a Birthday Party on September 14th.
- Carol Burnham mentioned the cemetery near the Park was in need of care and was advised the County is responsible for maintenance. Bonnie Munn offered to go see Wayne Burton to discuss this matter with him.

G. Streets and Drainage

- Stuart Bell placed a call to Mr. Isdell about the replacement of the sidewalks but has not heard back from him.
- See Public Comments

H. Town Hall Beautification/Maintenance

Tres Atkinson was absent.

I. Mosquito Control

Selina Coulbourne was unable to attend but indicated there was nothing new to report.

J. Safety/Security

Please see above.

K. 911 System

Please see above.

L. Seaside Park

- Mayor Janci indicated he is looking for a donation of bricks.
- It appears to him some tree limbs on the sycamore tree were broken due to being climbed on.
- The Mayor indicated new flowers have been planted in the flower box at the entrance to Town.
- John Joeckel mentioned planting a Christmas tree in the Park that could be lit for the Holidays. Mayor Janci thought that was a good idea, though has concerns about salt water and mentioned the possibility of a lighted tree inside the gazebo.
- It was mentioned that Ed Nelson had volunteered to set up the electrical at the gazebo.
- Mayor Janci advised he spoke with the Head Engineer of ANEC, Tom Larson, about the orange balls and that Dan Bilicki indicated to him that he represented the Town and who indicated this to be an active landing site. Mr. Larson feels that ANEC has an easement where the orange balls are located and that there would be a charge, at least for labor, to remove them.
- The Mayor indicated additional research is needed as everyone wants the balls removed.

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

See Review of Financial Report.

N. Tourism/Business and Tourism Advisory Board

Aileen Joeckel advised the following:

- Marine Science Day is set for September 28th at Seaside Park from 10 a.m. to 2 p.m. VIMS will place event on community calendar as a kids and family day that will feature touch tanks.
- Crab Bake Off and Apple Pie Contest set for September 14th at Seaside Park starting at 4 p.m. with judging at 5 p.m. All are asked to bring a dish to share. There will be a live band, crafts for the kids and an apple press for apple cider. Flyers are being placed at the Post Office and entry forms can be requested from Nikki Wardius.

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- Yard Sale and Craft, Artist and Collectables is scheduled for October 26th at Seaside Park.

Yard Sale: Sign up at Post Office indicating home address with list of items for sale, i.e. children's clothing, household items, furniture, etc. and the Tourism Board will prepare a map of locations. Yard sale to begin at 8 a.m.

Crafts, Artist and Collectibles: Starts at 10 a.m. to 3 p.m. There is a \$20 charge per table and \$25 if the Town furnishes one.

- Marketing Grant name is "Wachapreague – Little City by the Sea – A Playground For Your Passion". Aileen Joeckel made a Motion for an Ad in the Virginia Eastern Shore Tourism Brochure in an amount not to exceed \$1,300. Stuart Bell seconded the Motion. 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. Still in process of gathering information for the Grant.
- Aileen Joeckel advised updating the Town website will begin in October and should be covered by the Marketing Grant if we are successful with the Grant, if not, funding will come from the Tourism budget.
- Welcome Center Light Box ad will be up by end of week.
- Kiosk cost estimate is \$1,000. Jack Normand will be carving Marlin out of cedar for the side post.
- Walking/Biking Trail has been flagged. VDOT will be surveying the markers and the Tourism Board is working with them to see if they will waive the \$180 pole placement fee. The Town will be responsible for setting the signs and poles.
- Bonnie Munn attended the Eastern Shore Water Trails Association Meeting on August 23rd in Accomac. Discussed kayaking trails with platforms that run from Virginia to Florida with *Review of 2008 Seaside Water Trail Camping Platform Feasibility Report*. Indian Town Park in Northhampton County is priority site. 501C3 Water Trails can raise funds. Additional meetings to be scheduled.

O. Planning Commission

- Mrs. Joeckel stated a major issue to be addressed is parking.
- A Motion was made by Aileen Joeckel to appoint Jackie Zang as a member of the Planning Commission. Bonne Munn seconded the Motion. 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.

P. Board of Zoning Appeals Appointments

Ms. Joeckel stated she is still working on securing appointments.

Q. Elections

In August, David Rowan, the Town Attorney, advised John Joeckel that special elections were not necessary for the interim Mayor and interim council members. All Council members were advised and, only one was unavailable, agreed. John Joeckel made a Motion that no special election was necessary and that the Interim Mayor and Town Council will continue to serve until regular Town elections in May of 2014. Bonne Munn seconded the Motion. 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.

VII. New Business

Town Computer

- John Joeckel purchased a Dell 660 desktop computer for Town Hall at a discounted rate of 36%. Mr. Joeckel made a Motion to approve expenditure of \$775.14 for new Town computer as outlined and budgeted in FY2014. Mr. Joeckel made a Motion to approve the expenditure for

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the new Town computer. Aileen Joeckel seconded the Motion. 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.

- Mr. Joeckel further discussed buying a multi-page scanner to scan documents into the computer.
- Mr. Joeckel strongly suggested a back-up system for all Town Documents and suggested either Carbonite or top-10-online-backups. They are approximately \$60 per year.

Town Debit/Credit Cards

John Joeckel addressed the issue of select Town employees having access to either a Town Debit or Credit Card for Town purchases. Lynn Weeks was requested to speak with the Suntrust representative, Missy Harris as to options available. She was advised:

- Debit Card: 1. The Town could have a separate checking account where it is funded every month; or 2. Get a business debit card where there is a limit of \$5,000 daily.
- Prepaid Card: Monies would be placed in it with a load fee of \$4.
- Credit Card: Since the Town is a non-profit entity there would be no annual fee and cards could be issued to select individuals in different amounts.
- Bonnie Munn mentioned at her place of business there is one credit card that select individuals can sign out and return for business purchases.
- A decision will be made at the next Town Council Meeting.

Town Employee Job Descriptions

John Joeckel requested job descriptions for all Town employees to better be able to judge the person's performance on the job, etc. It was requested that one was needed for the positions of Town Clerk, Harbor Master, Town Bookkeeper, Zoning Administrator, Mayor and Maintenance Crew. Mr. Joeckel will prepare one for the Harbor Master and Bonnie Munn for the Maintenance Crew.

FEMA Meeting

- Mayor Janci has maps. He will try to make maps small enough for all to view. Noted on the map he presented was anything outside of the blue dots was in the flood zone and anything inside was out of the flood zone.
- Radar can pick out topographically.
- Town Hall in flood zone. Facing increase in insurance of 20%.
- If a property is mortgaged the property owners may still need flood insurance.
- The Town Flood Ordinance was not signed after passage. It appears it just needs the signature of the Mayor in office at that time. Will check on who Mayor was and have executed.
- A Public Workshop regarding Coastal Insurance is scheduled for September 25th at the Eastern Shore Community College, Workforce Development Building in Melfa from 6:30 to 8:00 p.m.

Rental Properties

Aileen Joeckel advised she received two complaints about a rental property at Church and Powellton that due to the condition it is in there appear to be health issues. The Health Department was contacted and advised there is nothing they can do.

Marina Easement

Mr. Joeckel inquired into the status of the Marina Easement being prepared by the Town Attorney David Rowan. Mayor Janci advised council should be in receipt of it before the next Town Council meeting.

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Tax Notices

Mr. Joeckel suggested that when tax notices go out instead of the regular grass cutting notice there be a notice which recaps the year of all that the Town Council has accomplished and giving credit to the volunteers that have devoted their time. Mr. Joeckel will prepare a draft to consider and discuss at the next Town Council Meeting. It was also suggested plaques of recognition be presented, such as the one's the Mayor presented to volunteers at the 4th of July Celebration.

VIII. Announcements

None

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 9:30 p.m.

CBW
9-10-13

MAYOR

CLERK