

TOWN OF WACHAPREAGUE  
TOWN COUNCIL MEETING  
OCTOBER 11, 2016

COUNCIL PRESENT: Fred Janci, Mayor, Robert Hodgson, Vice Mayor, Kathy Ciaccio, Cathy Janci, Carlee Vincent and Sandie Puchalski

COUNCIL ABSENT: Don Minniear

TOWN CLERK: Lynn Weeks & Missy Wessells

**TOWN COUNCIL MEETING**

**I. Call to Order** –Mayor Janci called to Order the Town Council Meeting at 7:00 p.m. on October 11, 2016, in the Wachapreague Town hall.

**II. Pledge of Allegiance** – Mayor Janci lead the Council in the Pledge of Allegiance.

**III. Public Comments** – Mayor Janci opened the meeting to the Public.

MiMi Sedjat made reference to a letter from the town attorney to the council discussed in regards to a vote that seemed unfair concerning the spoil site fees. She would like to know if the town members could have access to it. It was made available for viewing. The public can file FOIA form to obtain all allowable documents. Some documents may not be available at which time it will be forwarded to our attorney to be advised on action.

Bonnie Munn thanked the Town Council for the flowers that were sent while she was ill recently.

Cathy Janci asked for Meriwether Payne to discuss upcoming events for the “Between the Waters Bike Tour” scheduled on October 22, 2016. It will be starting in Wachapreague at the Powell Park and parking. Volunteers may be needed for registration. Riders are up to 928 and starting at 7:00 am. Sally Richardson heading things up. Sandie stated there is also a dog training event which will start at 9:00am for 4 weekends. Four different loops with various mileage for riders. Many attending will be from other areas so we can showcase the town.

Meriwether Payne will be donating half the cost for the banner for the “Between the Waters Bike Tour.” The Town will pay the other half and the sign will be located at intersection of Lankford Highway and Wachapreague Road.

Aileen Joeckel wanted to discuss the fees the Town Council agreed concerning the spoil site. The Town Marina previously was to pay \$5000 towards the maintenance fees for site. The Town Council has approved that the fees will be \$1 per cubic yard for maintenance of spoil site only. This will be a funding project for the spoil site maintenance. There was nothing in the budget for these possible incidents. The escrow account will stay intact. Mayor Janci also commented that this \$1 cubic yard may need to be adjusted before the next dredging to offset deficient. The dredge site will continue as is.

**IV. Approval of Agenda** –Robert Hodgson made a Motion to approve the agenda and Sandie Puchalski seconded it. A vote was taken and passed.

**V. Approval of Minutes** – Sandie Puchalski made a Motion to accept the Minutes of the Town Council Meeting of September 13, 2016 and Cathy Janci seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

**VI. Review of Financial Report** – Mayor Janci reported on the Monthly Year to Date Year Ending Town of Wachapreague Monthly

***Year to Date Fiscal Year Comparison from July – September 2016*** -Profit and Loss Budget vs. Actual for the period ending September, 2016. Mayor Janci also asked the Town’s Bookkeeper to add an additional column on reports to show percentages.

- The Year to Date Budgeted Income for the Town We are 25% into the current budget. As it looks our income is up but expenses are also up. Budget will level out as year goes forward. We need to keep looking at that.
- Profit & Loss previous year compared to current date: Income is up \$726. The Expenses are down \$3083.
- Balance sheet net worth Total is increase \$1,181 over 3 months.
- The Year to Date Budget Income for Port of Wachapreague Town Marina Mayor Janci reminded that the expenses will level out throughout year. Insurance is up and phone is up for year due to change in service. The net income is -5,583 vs. -4,108 for 2015 same time last year.

***Year To Date Fiscal Year Comparison From 2015*** Profit and Loss Budget vs. Actual of the Port of Wachapreague Town Marina for Year to Date comparison with last year with some expenses are more due to upgrade of phone and internet services in the Town Hall and Marina.

- Profit Loss Budget vs Actual: Income 2015 - \$5,583 vs. 2016 - \$4,108 Expenses 2015 \$33,662 vs 2016 34472 due to insurance and phone and internet install. Down \$2,062 Assets up \$4,000 and depreciations drop in assets.
  - **Year Ending:**
  - Marina: 2015 \$35,093 and 2016 \$32,410 Income. Sandie Puchalski brought up a question concerning those figures. She states she needs to contact Mary Jo to find the error. Sandie states she knows of more slips leased and donations received then listed. The report will not be accepted until more research is done.
  - Town: 2016 Income Budget \$97,145 Actual \$157,302 Expenses Budget \$97,145 Actual \$96,125
- TOWN**
- Mayor Janci reported the Profit & Loss Budget vs. Actual shows the Town is running over budget on Expenses. But feels payroll and miscellaneous expenses will level out.
  - Mayor Janci pointed out this amounts will level out throughout the next months.
  - Income drop in auto tax and increase in meal tax. Real estate taxes were down slightly.

**MARINA**

Marina End of Year Financials are put on hold until talking to Mary Jo for clarification.

Over all good year thanks to previous council.

Robert Hodgson made a Motion to approve the Year End Financials for the Town of

Wachapreague and Town and Port Year to Date ending August 2016 and Sandie Puchalski seconded the Motion. A vote was taken and all agreed. Port of Wachapreague Town Marina for the Fiscal Year ending on June 30, 2016 will be held until research is completed.

Cathy Janci made a Motion to approve the July through August 2016 Financials for the Town of Wachapreague and Port of Wachapreague Town Marina and Sandie Puchalski seconded the Motion. A vote was taken and all agreed.

**VII. Unfinished Business**

**A. Marina** – Sandie Puchalski had US Electric electrician come out and evaluate the breakers. The breakers were changed but that did not fix the problem. What the electrician seems to think is it is a problem with the wiring and the storm seems to have caused the problems. Sandie Puchalski has asked the council to approve the bill to be paid for the work already done. Carlee Vincent seconded it and all agreed. The discussion continued to see how far electrician travels and if there is anyone closer that can work on box. The problem seems to be located in the junction box but only affects the box when we get high water. It seems to be a wiring issue associated to the junction box. Everything is being checked out due to the wiring is over 20 years old and is a safety issue. He is going to come and give an estimate for

all the repairs needed for the electric problem. Sandie wants to presents a case to the insurance company for possible some reimbursement.

Sandie also wants to revise the lease agreements pages 1-7 for the boat slip rentals. She wants to make the boat owners more responsible for their property. She currently has renters that have not checked the boats and some were at risk of sinking. Pete Hodgson stated we will forward the proposal to the lawyer to make sure the wording is correct. He also states there is an ordinance that needs to be checked for the proper procedure for incorporating changes, i.e.: public meeting and notices. Copies of the information was passed around to the council members.

Sandie Puchalski also explained that the project for the repairs of the docking is ready to begin. She is asking for permission from the council to go ahead and order products to start this project. She explained all the supplies and prices. Sandie motioned for the purchase of the supplies. All the supplies were what were approved from the VPA grant. A discussion continued as to whether or not Sandie can vote where she is town employee. Mayor Fred Janci stated the grant was already approved and there is no need to bring the project up for approval. There are no other approvals needed to start the project. Dredging project was discussed. Carlee Vincent asked if we could get an estimate for spraying the spoil site for mosquito spraying. After a discussion, this would be an extra expense and would not benefit anyone.

**B. Accomack-Northampton Hazard Mitigation Plan-** Pete discussed the meeting were to be held on December 1<sup>st</sup> at the ESCC but nothing has been decided. He is waiting to hear when the next meeting will be held and where. There is no further information at this time.

**C. Town Maintenance** – Nothing to report.

**D. Powellton Park-** Sandie states we need to clean up the park. Ann at Parks and Rec has stated short fence would be better down 3<sup>rd</sup> base line. Wayne told Bonnie last year Parks and Rec will pay for the fence. They are going to check it out and try to get this done in the spring. Cathy Janci stated there are lots of tomb stones that are down and needs to be fixed. Sandie said she will get the Coast Guard boys and get the grave yard fixed up while they are cleaning up the park.

**E. Beautification** – Kathy Ciaccio wants to put together a proposal so thing can be purchased at a discounted price to update the projects around town. Kathy also noted that things in the Town Hall needs to be documented and sold to clean out the storage room. She also discussed remodeling the Town Hall to make it a more usable space. Mayor Fred Janci stated we do need to look into possible projects but we need to see if we can budget it this year or will we need to wait until next year to include it in the new year’s budget. We do have some donated items and labor but we will need to get the drawings and layouts for the project including preservation of records in case of flooding. We are going to place items in the paper to sell obsolete equipment from inventory. Pete will help Missy do this very soon.

**F. Streets and Drainage** – Don thanked Fred for clearing out his drain recently. Pete and Sandie discussed the area near Sandie’s property that flooded during the storm and it took several days to recede. Mayor Fred states we need to get John and JD to clear the brush out of the ditch on Lee Street which was a blue barrel incased in concrete. This is not allowed per town ordinance. Mayor Janci states there are many ditches around the town needs to be cleaned out. These are general maintenance items and our town employees need to adjust their schedule to take care of these problems areas. We need to have these areas weed wacked. There are some larger jobs that Mayor Janci will contact KC to take a look at. A suggestion to have Don Minniear come up with a 5 year plan to repair the ditches in town.

**G. Safety & Security** – Don not here

**H. 911** – ALL DONE !!!!

**I. Seaside Park** –No Report

**J. Delinquent Taxes** - Lynn stated to council that that we just collected 2 more delinquent personal property taxes. Mayor Janci stated the list is looking good. There was a discussion that there

may be some people who don't have some of these cars. Real Estate delinquent taxes are being paid also.

**K. Zoning Administrator Report** – 2 small projects in town. David Shields is putting in a porch. He is waiting for an inspection (back porch). The 2<sup>nd</sup> project is a front porch with no changes to footprint. There was a discussion concerning the lots on Brooklynn and Riverview that VIMS are purchasing. Mayor Janci has asked Missy to prepare a tax loss comparison for the VIMS properties. Pete and Fred would like to meet with Dr. Snyder with VIMS to discuss future plans. These 2 lots will not be built on, only used for drain fields if needed. There are plans that A. Joeckel has talked with the architect about what projects are being developed. It was discussed that VIMS are interested to owning the whole block of properties in the area of Brooklynn, Riverview, Atlantic and Liberty.

**L. Floodplain Administrator/ CRS Coordinator** - No Change as of now. Look for changes that can be added.

**M. Planning Commission & Town Ordinances** – Pete states he is looking at ordinances. One is the animal control. It was asked if it is feral cats. Pete states feral cats are not allowed in the town of Wachapreague. One cat had feline leukemia and had to be put down. This is a contagious disease. Cathy Janci states she has feral cats that are taken care of. The council agreed her cats are not feral. There are many feral cats in the town that needs to be addressed and call animal control for removal. We need to look at the camping grounds for ordinance changes as to how long the camper stays in the camp site and in which state does the camper live. Councilman Cathy Janci asked the question about the ordinance about a dog. The ordinance states the dog is to be either on a leash or in voice control of its owner. If the dog is running loose, the resident has the right to call animal control or knock on the door of the owner. This is per Councilman Pete Hodgson. Mayor Janci needed to add about a house on Main Street that the owner is trying to change a single family house into a multi-family house without a permit. Mayor Janci is sending the owner a certified letter to the owner with the ordinance information. We are trying to prevent a hardship clause from being used saying he has spent lots of money to do this alteration. He has been advised before but the owner went ahead and started the process. This is to prevent further renovations.

**N. Tourism/Business** – Cathy Janci brought up a “Wheels for Wishes” organization that want to be added to our website. After discussion, the council agreed they didn't want to include them on our site. Cathy also had a meeting with Blake Johnson and others about the 2016 Tourism Activity Guide that is placed at the Virginia Welcome Center. Aileen Joeckel stated there is money in the budget for this advertising. Cathy Janci states there will be a couple of changes including making the pictures larger, removing the “A playground for your passions” and change the green letters to white. A motion was made by Kathy Ciaccio and seconded by Sandie Puchalski to move forward with the activity guide advertisement and all council was in favor. Cathy Janci continued that the sign being erected in Painter, designed by Missy Lattimore, needs to be paid for. The skin for the billboard is ready to go. Clearing the brush away from the sign site, a budget of \$500 was set aside. Blake Johnson and Meriwether Payne has volunteer to remove the brush and trees at no charge. Cathy Janci is questioning why we must lease the sign from Wachapreague Inn when the permit belongs to Blake Johnson and the billboard belongs to Tommy Hickman. Mayor Fred Janci says he has not signed a contract with anyone except Tommy Hickman. The verbal agreement was \$275 per month for use of the permit. A discussion was had to if the \$800 for the lightbox at the Virginia Visitor Center had been paid for this year. Per Lynn, to her recollection it has been paid already because it has been processed for years. Aileen Joeckel stated she has not seen it voted on recently. Aileen thinks the bill is sent out in August. Mayor Janci as asked for Missy to check on this bill.

**O. Taxpayer Information Sheet** - Lynn stated she has already changed the information concerning the council change. MiMi Sedjat asked if we can continue with the meeting and come back

to the closed session at the end. The committee agreed. Mayor Janci discussed the "Year in Review". Lynn stated the minutes were on the website for everyone to view. .

**VIII. New Business –**

**A. Christmas in Wachapreague December 2, 2016 (Tree Lighting & Caroling 6-8pm) (Santa)** - It is the 1<sup>st</sup> Friday in the month. Carlee Vincent has agreed to take care of the ornament for the Governor's Christmas Tree. Bonnie Munn will be helping with it. She wants to use a little orb and incorporate little pictures of last year's Christmas in Wachapreague. We have a Santa that we use and will continue to use. We are not advertising on the radio just post notices around town. Mayor Janci will have his trailer for citizens to go around town caroling. Cathy Janci has asked for refreshments to be donated. Cathy Janci also has announced that we are doing something at the town gazebo for Halloween. Help is welcomed. This will be from 6-8pm.

**B. Bonuses** – Lynn wanted to remind the council about Christmas bonuses. Mayor Janci stated we should do the same as last year. This should be brought back up for next month. Missy is to bring the file to next meeting.

**IX. Announcements** – At the end of this Meriwether Payne wanted the council to take a look at the draft of the sign for the bike tour. The council agreed with the draft. Mayor Janci will ask the WVFC for permission to put the sign up due to it belonging to them. Council members will assist with installing the sign.

**X. Executive Closed Session** – (1) New Town Clerk Sandi Puchalski made a motion and seconded by Cathy Janci to go into closed session to discuss the hiring of a new town clerk and wage for said clerk. Ordinance was read aloud.

**XI. Reconvene Open Session** – A motion was made by Cathy Janci and seconded by Pete Hodgson to reconvene to open session. Ordinance was read aloud. Mayor Janci stated that Missy Wessells was offered the job of town clerk at a rate of \$11 / 24 hours weekly and can be flexible. Cathy Janci stated Missy Wessells can leave office to assist in case of emergency with fire department.

**Adjournment** – Sandi Puchalski made a motion and seconded by Cathy Janci to adjourn.

MWW  
10/11/16

\_\_\_\_\_ MAYOR \_\_\_\_\_ TOWN CLERK