

TOWN OF WACHAPREAGUE TOWN COUNCIL MEETING JULY 11, 2017

COUNCIL PRESENT: Fred Janci, Mayor; Robert Hodgson, Vice Mayor; Don Minniear; Cathy Janci; Sandie Puchalski; Bob Bilicki
COUNCIL ABSENT: Carlee Vincent
TOWN CLERK: Missy Wessells

TOWN COUNCIL MEETING

- I. **Call to Order** – Mayor Fred Janci called to Order the Town Council Meeting at 7:30 p.m. on July 11, 2017, in the Wachapreague Town Hall.
- II. **Pledge of Allegiance** - Mayor Janci lead the Council in the Pledge of Allegiance.
- III. **Public Comments** – No Public Comments
- IV. **Council Meeting** – Concerning the minutes, Bob Bilicki had a couple of typographical errors that were corrected. These errors were noted and changed. Robert Hodgson made a motion to approve the minutes for the meeting on June 13, 2017 and Don Minniear seconded the motion. A vote was taken with all approving. Bob Bilicki commented that he is up to speed on town business thanks to Robert Hodgson.
- V. **Review of Financial Report** – Mayor Janci and Robert Hodgson have discussed officially trading job duties in the near future. Until then, Mayor Janci will continue to oversee financials.
Preliminary - Town Of Wachapreague: Profit & Loss Previous Year Comparison
 - The Preliminary Year Ending- July 2016 to June 2017. The Town of Wachapreague shows up a \$15,000 profit. Most of the profit comes from being under budget. **Profit vs. Actual** – Page 2 shows the figures.
 - **Previous Year Comparison- Profit vs. Loss** The Town shows a \$15,000 net profit compared to last fiscal year net profit of \$1,177.
 - Mayor Janci commented that it was a good year for the Town. Income was up and expenses were down.
 - Robert Hodgson brought up the PNC checking account located on the Balance Sheet. It shows \$88,000 but of that \$50,000 is to be invested in VML Investments. The funds were returned due to an error in the transfer. Mayor Janci asked Missy Wessells to contact VML Investments, find out the proper person handling the Town’s investments and explain the situation and the proper procedure to add money into our investment account.
 - Bob Bilicki was asking about the budget for Tourism. Mayor Janci explained the budget assigned to Tourism has been designate for things (light box, magazines, events, etc.). Mayor Janci suggested Bob Bilicki set up a budget for the Tourism Committee. Missy Wessells informed Bob that grants were available if he researched.
 - Mayor Janci also explained that if available money does not get spend, it is lost and goes back into the reserve account.**PRELIMINARY - Port of Wachapreague Town Marina: Profit & Loss vs. Actual**
 - Mayor Janci reminded all that these are preliminary numbers. The Port shows a loss of \$75,000 which does not include the VPA Grant reimbursement for the dredging grant. Sandie Puchalski explained the Grant money has been received in the amount of \$63,746.26 on July 5, 2017. Sandie also said there are spoil site fees that will be reimbursed. Mayor Janci said this will leave about \$7,500 to the negative. Sandie also said the depreciation has not been accounted for as well as seasonal slip rentals fees that have not been received.

- Mayor Janci went over the delinquent account receivables. The outstanding seasonal slip renters have been issued a letter giving 30 days to pay. One last letter will be sent to property owners with unpaid balances. They will be given until August 4, 2017 to pay balance or will be referred to the attorney for unpaid real estate taxes. (Birdnest/Lewin, Riahi and Grimes) The Johnson's will receive one last notice and a DMV stop will be issued on August 4, 2017.
- A motion was made by Sandie Puchalski to accept the financials and Cathy Janci seconded the motion. Vote was taken and all approved.
- Robert Hodgson asked if the money has been paid back to the Town Account that was loaned to the Port for expenses of the dredging. Sandie Puchalski explained yes it has already been paid to the Town per Mary Jo.

VI. Unfinished Business-

Robert Hodgson asked Mayor Janci if the duties can be changed around. A discussion was conducted. Missy Wessells was instructed to send a letter to the attorney asking if Robert Hodgson can hold the offices of Treasurer, Planning Commission and CRS Representative at the same time.

A. Marina & Dredging –

- Sandie Puchalski began with announcing the money has been received from the VPA Grant on July 5, 2017.
- Letters went out to the slip owners that still owed fees.
- Sandie is working on getting stain for the Harbor Master building. She will see Gene Blair, who did the last staining, to see where he got the stain and match existing color. JD and John will help stain woodwork when not busy and John will come in when off work to get it done.
- Sandie Puchalski brought up an item discussed during last month's Public Comment by A. Joeckel. A. Joeckel's claim was that the rates were dropped for slip rentals at the Port a few years back and she suggested the Port is losing money each year and the rates need to be increased. Sandie Puchalski explained the rates were different for "In Town Residents" and "Out of Town Renters". Around 2011 the rates were made the same for both. Sandie went back several years and the only time the Port had an operating loss was 2016 when the Port was not awarded a VPA Grant for Marina repairs. All repairs were paid "out of pocket". The year ended with a \$2,060.47 loss for that fiscal year. Also, in 2016 several large slips were not rented. Just for notation net profit for the Port was roughly: 2013 +\$11,500; 2014 +\$28,000; 2015 +\$11,915.
- The Port of Wachapreague has a VPA Grant for \$38,000 for repairs in the fiscal year of 2017-2018. Something that is on the list to repair in the future (2018-2019) is the ramp apron. Don Minniear asked about the floating dock. Sandie explained there is no room for these now that the slips have been rented.
- Robert Hodgson requested the chain be put up on the Brooklyn Avenue side of the Marina to stop traffic on Brooklynn.
- Sandie also wanted to mention that the broken door locks on the restrooms at the Port replaced. She has the keys if anyone needs them.

B. Accomack-Northampton County Hazard Mitigation Plan– Robert Hodgson reported that FEMA is requiring new guidelines. Requirements must be adjusted. The update will take place on August 23, 2017. In order for any assistance in case of flooding, everything must require a permit even new mulch or dog houses. The Zoning Administrator must approve everything done within the Town limits. Robert Hodgson stated there are meetings coming up and he will find out the information and bring it back to the Town Council.

C. Town Maintenance/Garbage (Repairs) Sandie Puchalski reported the brush truck is repaired. Nothing else to discuss.

D. Powell Memorial Town Park – The fencing is about 85% done and just needs to finish the capping. Water is fixed in the concession stand. Robert Hodgson stated that it looks great. Sandie said she was told that inside the tunnel were some words scratched in the plastic.

E. Town Hall Beautification – Cathy Janci stated the plants are not surviving well. The maple tree is being taken down and wanted to ask if Glen Brundage wants it. If not, Major Janci will contact KC Kellam for a quote to take it. Bob Bilicki agreed to talk to an arborist concerning the tree. Maybe there is another alternative to removing the tree. The concern is the damage to the foundation and drainage to the septic.

Bob Bilicki brought up the issue of the appearance of the roof on Wachapreague Outfitters. First he asked if a business permit has been issued. Missy said yes it has. Then he explained it was a danger for customers to enter his porch. Robert Hodgson stated the roof has just been replaced a couple years ago. Bob Bilicki stated it was a dangerous structure and his understanding is there is an ordinance that address dangerous structures. He explained the reason for bringing this up is that many people around town are sprucing up their property to make the town look better. Robert Hodgson stated he would start with talking with Irene Carr (property owner) concerning the condition.

F. Streets and Drainage – Don Minniear stated he and the Town Clerk have called VDOT concerning signs that were down or missing. Don said Atlantic Plumbing Co. has been extremely busy but hopefully in the next couple of weeks they can get the camera down in the tile. They may even do it on a weekend.

Missy let the council know she spoke with Donald Hart and he said he had money that could help if they would give him a call or invite him to one of our Town Council meeting to discuss the issue. Mayor Janci said they are going to get the information, then contact Donald Hart with the details of what needs to be done.

G. Safety/Security – Don Minniear stated everything has been discussed. Signs noted are at the intersections of Finney & Main; Brooklyn & Powellton; Main & Atlantic; High & Main; Church & Richardson; West & Main; and Lee & Main.

H. Seaside Park – Major Janci said we had a great 4th of July event. Donations of \$148 were collected. The donation jar needs to be in front next time. He is having trouble getting help weeding Seaside Park. Sandie Puchalski asked if the Coast Guard help in the past. Asking anyone who can help out to let him know. It was mentioned that some schools require volunteer hours for student organizations.

Mayor Janci wanted to thank everyone for the help with the Parade. A special thanks to Bob Bilicki and his group for getting the float done. Thanks for the Coast Guard's offer for help with the float. Bob Bilicki suggested making a list of volunteers that would like to help with events.

I. Town Finances – Robert Hodgson mentioned that this is the year for the audit.

J. Zoning Administrator's Report – Robert Hodgson made a motion for Patricia Bragg to be reappointed for an additional 5 years for zoning appeals. Sandie Puchalski seconded the motion. A vote was taken and all approved.

Also the Board of Zoning Appeals has a seat to fill: **Charles Fair**

K. Floodplain Administrator/CRS Coordinator – Robert Hodgson stated nothing to report.

L. Planning Commission – The Planning Commission has a seat to fill: **David Van De Graff**. He is moving. Next Commission meeting will be July 19, 2017 at 6:00pm.

M. Tourism/Business – Bob Bilicki has begun his duty as Tourism Committee. He has set up the Tourism Committee as: Bob Bilicki, Town Council; Blake Johnson, Island House; Katrina Neal, Charter Boat Captains; Nikki Wardius, Wachapreague Inn; Dana Floyd Sutter, Town Resident; Cathey Bell, Town Events; R.G. Ross, VIMS; adjunct member – Meriwether Payne, Eco Tours. Bob Bilicki will discuss the idea of a Labor Day Celebration with the Tourism Committee. The Town Yard Sale will be held Saturday, September 23, 2017.

Robert Hodgson made a motion to accept the New Tourism Board members effective July 11, 2017 for a 5 year term. Cathy Janci seconded the motion and vote was taken with all approving.

N. Mosquito Control – Carlee Vincent was not present.

VII. New Business –

- Missy Wessells brought up that Barbie Jones came into the office asking questions about the “group home” being established on Center Street. She is part of a quilting group and wanted her group to make a quilt for each of the new residents. She was told by MiMi Sedjak that they wanted to treat them with open arms.
- A discussion was taken concerning the property and the email that was received by the town’s attorney. Robert Hodgson wants to have the attorney send a letter asking for specific answers to the Town Zoning Administrator’s questions.
- A discussion was conducted about 2 lots near Powell Park that 2 families are interested in building on. Both lots were not large enough to build on but could present a request for a non-conforming permit. The request must include the diagram of the home with dimensions. It must also follow all set back and requirements on that lot. A copy of the requirements will be mailed to each of them and allow them to decide if they want to continue with the process.
- Bob Bilicki asked if he could request a Certificate of Appreciation be presented to Coast Guard Seaman Cody Aklis. During the 4th of July, Bob was fixing the flags on the poles at Town Hall. Cody Aklis donated a POW Flag to the Town to be displayed. Bob Bilicki wanted to have Senior Officer Nick Cruz to be present for the presentation.
- Sandie Puchalski wants to present a Certificate of Appreciation to the Coast Guardsmen that have helped with the restoration of Powell Park.
- Bob Bilicki was asking about the transient tax fees. It seems the transient taxes have decreased about \$2,300 since last year. He would like to see if there is a better way of tracking transient taxes. Robert Hodgson explained the transient taxes are being tracked and recorded. We are continuing to improve our process. Mayor Janci explained that several of the businesses are cash which makes it hard to track income. Note: June taxes will not be received until late July.
- Bob Bilicki brought up about districts- is there any way to restrict VIMS from developing any further. Sandie Puchalski stated they have received money for repairing existing properties. Robert Hodgson asked if Bob Bilicki would like to head the group to stop VIMS from expanding any further. Bob accepted.
- Bob Bilicki told the council that he and his neighbor Ed Roach had an agreement to share the drive. Now the neighbor has decided to no longer share the drive. Bob has asked if the Town would consider renting the back lot behind the Town Hall to him as a parking space. Mayor Janci explained the shed would need to be relocated. Robert Hodgson said the septic system is behind there. Review of the possibilities will be conducted and brought back to next month’s meeting.

VIII. Announcements – No announcements to make.

IX. Adjournment –Bob Bilicki made a motion to adjourn and Sandie Puchalski seconded the motion. All approved.

MAYOR

TOWN CLERK

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7/11/17