

**TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
OCTOBER 24, 2017
(rescheduled from October 10, 2017)**

COUNCIL PRESENT: Fred Janci, Mayor; Robert Hodgson, Vice Mayor; Robert Williams;
Sandie Puchalski; Robert Bilicki; Carlee Vincent; Cathy Janci

COUNCIL ABSENT: None

TOWN CLERK: Missy Wessells

TOWN COUNCIL MEETING

- I. **Call to Order** –Mayor Fred Janci called to Order the Town Council Meeting at 7:00 p.m. on October 24, 2017, in the Wachapreague Town Hall. This is the rescheduled meeting from October 10, 2017.
- II. **Pledge of Allegiance** –Mayor Janci lead the Council in the Pledge of Allegiance.
- III. **Public Comments** –
 - R. Bilicki spoke on behalf of the citizens of Wachapreague. He stated a letter was sent to the Town of Wachapreague today in regards to the tenant of 11 Main Street, upstairs apartment. The tenant who flies the stars and bars (rebel flag) has been unruly recently to include public nudity and drunkenness. It was noted that the girlfriend was evicted and is back. It was also discussed the neighbors including R. Bilicki are very disturbed. We have new residents who have moved in with 3 children under the age of 5
 - S. Puchalski asked if police were called. R. Bilicki stated no. R. Hodgson instructed him to contact ACSO and report the incidents as to have documentation of the events. Mayor Janci will contact Allen the property owner of the actions with hopes this will be taken care of immediately.
 - C. Vincent informed the council that the pegs are out on the gazebo again and the grass is tall around the benches.
- IV. **Council Meeting** – Mayor Janci asked if everyone has reviewed the Town Council Minutes from September 12, 2017. A motion was made by S. Puchalski to approve the minutes and C. Janci seconded the motion. A vote was taken, with all approving.
- V. **Review of Financial Report** – VM Hodgson explained:
FINALS – Port Of Wachapreague: Prior Year Ending June 2017 - VM Hodgson reviewed these financials with the Town Council Members. VM Hodgson explained with the Port renovations, the dock work had to be capitalized upon. This is shown on the report. The final figures were the Port of Wachapreague had a \$5,386 net profit for the FY 2017.
FINALS - Town Of Wachapreague: Prior Year Ending June 2017 - VM Hodgson reviewed prior year financials with the Town Council Members. A motion was made by S. Puchalski to accept Prior Year 2017 Final Financials and C. Janci seconded the motions. A vote was taken, with all approved.
Port Of Wachapreague: Current Year – VM Hodgson reviewed these financials with the Town Council Members. A discussion of all financials ensued.

Town Of Wachapreague: Current Year – VM Hodgson reviewed these financials with the Town Council Members. A discussion of all financials ensued. VM Hodgson also noted a physical inventory will be conducted to evaluate the town owned equipment and machines. A motion was made by C. Janci to accept Current Year Financials and S. Puchalski seconded the motion. A vote was taken, with all approved.

VI. Unfinished Business-

A. Marina & Dredging –

S. Puchalski stated:

- The next stage of the Dock Project includes the North Dock, Walkway and Electric. A request to purchase the wood and hardware with the amount not to exceed \$6,000 for the project. R. Bilicki made a motion to approve the request and C. Janci seconded the motion. A Roll Call Vote was needed due to the amount of the request. The Roll Call was taken and all approved.
- VM Hodgson has reviewed dredging permits. He plans to have them renewed prior to expiration.
- VPA Grant – S. Puchalski stated during the next grant cycle, ramp repairs and break water boards are planned to be completed. Hank Badger has given her the information for the permits and type of work that needs to be done. She needs to find a company to do work on the ramp. The VPA Grant request must be submitted by March 1, 2018 and work can start after July 1, 2018. VM Hodgson explained the work was to be completed in 3 phases: 1st was the work completed last grant cycle; 2nd the work being completed currently; and 3rd work to be done to repair/replace the boat ramp. VM Hodgson explained the reason for the identification of the phases was to make it clear to the citizens in the “Year End Review” flyer. These flyers will be included in the 2017 Real Estate Taxes for the Town of Wachapreague, which is due by December 5, 2017.

B. Town Maintenance/Garbage (Repairs)

- S. Puchalski reported breaks on the white pickup went out and truck was taken to garage. She received an estimate of \$163.75 to repair them. S Puchalski stated she gave permission to do the repairs because it was under the allowable amount.
- S. Puchalski stated she spoke to Mayor Janci concerning replacing a tire on the garbage truck. She received a quote of under \$400 and needs the council’s approval to spend that amount. A motion was made by VM Hodgson and seconded by C. Janci. A vote was taken and all approved.
- R. Bilicki asked if the town maintenance workers have lists of work to complete now the season is changing. S. Puchalski stated they have lists of tasks to be completed when time permits. After a discussion, the Town Council will get together to discuss the job descriptions of the employees. VM Hodgson suggested developing an “Organized Maintenance Program” for the maintenance workers.

C. Powell Memorial Town Park –

- S. Puchalski stated there has been lots of work done there. She stated last month the council approved amount of \$800 for materials to finish the work at the park. S. Puchalski asked for approval of money to also cover a new flag pole. The total amount requested is \$900, which is below the budget amount of \$1,050. A motion was made by VM Hodgson and C. Janci seconded the motion. A roll call vote was required. The roll was called with all approving.
- S. Puchalski continue to explain all the upgrades and work that have been done. Thanks to all the hard work by herself, husband and Coast Guard friends, Powell Memorial Park has been brought back to beautiful condition.
- S. Puchalski stated tomorrow the USCG Morale Day will be held there with softball and flag football teams around Virginia’s Eastern Shore and officers from Virginia will be coming to participate. She even made trophies for the winners “Eastern Shore Style”.
- S. Puchalski would like to have a fundraiser for the park in the spring.

D. Town Hall Beautification –

- C. Janci stated R. Bilicki arranged to have the maple tree removed. The stump will be grinded within the next 2 weeks.
- M. Wessells wanted everyone to see the Christmas Tree Ornament that was made for the VML Governor's Tree in Richmond, Virginia. The ornament was to represent the Town of Wachapreague and its citizens. Along with the ornament was an explanation of the materials used and how they represent the town. A special thanks was given to Tomeka Watkinson and Robert "Bob Williams for time and hard work in making a beautiful piece of art.
- VM Hodgson explained there was a tower of boxes, containing town records, ready to collapse in the front room of the town hall. He requested to purchase a steel organizer shelf system to get the boxes off the floor in case of flooding and organized. He asked the council to approve up to \$600 for this organizer. S. Puchalski made the motion and C. Janci seconded the motion. A roll call vote was required with all approving the item.

E. Streets and Drainage –

- VM Hodgson stated past Councilman D. Minniear has done a great job in this area. He also stated it has been a long process to get the much needed preliminary evaluations completed.
- VM Hodgson informed the council that VDOT has scraped the north shoulder of South Street, between High Street and Atlantic Avenue. They removed the mud and improved water flow.

F. Safety and Security –

- VM Hodgson informed the council 5 street lights have been reported out and replaced by ANEC.
- VM Hodgson also wanted to congratulate the WVFC for 75 years of service to the town and surrounding communities.
- C. Janci stated things have been stolen around town. Dave Shields had a wheel barrel and dolly taken out of his yard.

G. Seaside Park –

- Mayor Janci stated he has nothing to report.
- VM Hodgson stated it was discussed the elbows holding the roof needed to be fixed. He recently looked at them and consulted with someone. The elbows will be repaired and painted then replaced. Work to begin in the next week or two.

H. Zoning Administrator's Report –

- Mayor Janci stated a permit request has been received for the property at 18 Main Street. He will meet with and discuss the project with the owner. Mayor Janci will clarify the property is a single family home and cannot be converted into a multifamily property.
- Mayor Janci also will be meeting with another citizen in the town concerning a small addition on their property.
- Mayor Janci also have made contact with properties concerning reroofing projects.
- R. Bilicki asked about the status of the old Wachapreague Marina. S. Puchalski informed the council she has spoken with Tony (current owner) concerning the sale. S. Puchalski was informed the offer was accepted and the bidder was from PA. Closing is to be around the first week of November 2017.
- Mayor Janci stated a meeting with the owner of the Parker Railway property. The owner explained what his intention were for the property. The discussion included the possibility of storm damage to the building and floating debris from the dock.
- M. Wessells reported on the property purchased by CSB on Center Street. The correspondence from CSB and the town's attorney was included in the meeting packet. A discussion between the council members insured. The project seems to be compliant with the ordinances.

I. Floodplain Administrator/CRS Coordinator/ A-NPDC –

- VM Hodgson stated the work will continue to improve the floodplain scoring and the town can benefit from the decrease of flood insurance premiums.
- VM Hodgson told the Council a request has been made from the Virginia Pilot concerning an article of how to improve CRS scores in water front communities.
- VM Hodgson also stated there is a new FEMA Program concerning accessory building. He has not received the information yet.

J. Planning Commission –

- VM Hodgson stated the Planning Commission met and requesting to make 2 changes to the ordinances. These are concerning the specifics of RV vehicles being used for guest in the back yard of resident properties. Currently, the ordinance reads 7 days and the Planning Commission would like to clarify the definition of time.
- A discussion of this matter took place and the Council decided to table the discussion at this time.
- VM Hodgson also discussed the clarification, from the Town Attorney, as to if an old Virginia Code that has been noted will remain or assume the current translation.

K. Mosquito Control – Carlee Vincent stated there was nothing to report.

L. Tourism/Business –

- R. Bilicki presented the requested Fall Festival Budget. Due to the weather forecast, the festival was cancelled. The bills for the cancelled event totaled \$698.17. A motion was made by VM Hodgson and seconded by S. Puchalski to pay the bills. A Roll Call vote was taken and all approved.
- R. Bilicki discussed the upcoming Christmas Tree Lighting event. The Tourism Commission is planning a Winter Event to include such things as craft tables, caroling and a bon fire.
- R. Bilicki also stated with the help of other organizations, a calendar of events is being prepared to avoid conflicts of scheduling.
- R. Bilicki has also spoken with Kerry Paul of the WVFC about possible joint projects.

M. Tax Bills & Inserts –

- M. Wessells is preparing to send the 2017 Real Estate Tax bills out within the next week.
- VM Hodgson prepared a “Year in Review” to be included with the bills. He has asked everyone to read the proof and if everything looks good, let M. Wessells know so she can get this included with the bills. Also included with bills will be garbage cleanup dates and office hours.

VII. New Business –

- VM Hodgson has spoken with Kerry Paul of the WVFC concerning the Christmas Lights and replacing the drop lines with new plugs. A request was made to approve to spend up to \$500 for this project. A motion was made by S. Puchalski and seconded by R. Bilicki. A Roll Call vote was taken and all approved.
- VM Hodgson will speak to the Town Lawyer concerning appointing a Town Treasurer.
- VM Hodgson announced R. Williams was interested in filling the vacant seat of D. Minniear. R. Bilicki stated A. Joeckel informed him the town did not appoint him legally. He was explained the process and how the lawyer clarified the procedure. A motion was made by VM Hodgson and seconded by R. Bilicki. A vote was taken with all approving for R. Williams will complete the remaining term of D. Minniear.
- VM Hodgson stated Nature Conservancy would like to do a team building project for the Town of Wachapreague. He suggested cleaning the bayside of channel and along the ditch along the park.
- VM Hodgson stated the flag display needs a light for nighttime. He wants to be talk to Kerry Paul concerning fixing this.
- R. Williams will take all old flags to be destroyed.

- M. Wessells has requested the office hours to change. The council approved the change to Monday, Tuesday and Wednesday from 9 am – 5 pm.
- C. Vincent asked about the trip to Paramore Island. Nothing has been determined yet.
- C. Vincent asked about the sea shells in the flower bed. She stated the residents wanted them to be replaced.
- R. Bilicki acknowledged John Joeckel and the article in the paper.
- R. Bilicki asked about the updates to the website. M. Wessells stated she is not fluent with web design and offered to let someone take this over. The Council Members will discuss this matter.
- R. Bilicki discussed the STEP Program VIMS presented. S. Puchalski motioned to get more information on this.

IX. Adjournment

Motion was made by S. Puchalski and seconded by VM Hodgson to adjourn. All approved.

MAYOR
mw
10/24/17

TOWN CLERK

TOWN OF WACHAPREAGUE

MOTION TO APPROVE THE MATERIALS TO COMPLETE THE DOCK PROJECT, PREVIOUSLY APPROVED, AT THE TOWN COUNCIL MEETING ON OCTOBER 24, 2017

Pursuant to motion made by **Councilman, ROBERT BILICKI**, and seconded by **Councilman, CATHY JANCI**, for a Motion to approve THE PURCHASE OF MATERIALS to complete the previously approved DOCK PROJECT in the amount not to exceed \$6,000.00, and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of October 24, 2017.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	5		1	

Duly recorded this _____ day of October 2017.

Town Clerk

TOWN OF WACHAPREAGUE

MOTION TO APPROVE THE MATERIALS TO COMPLETE THE
POWELL PARK PROJECT, PREVIOUSLY APPROVED,
AT THE TOWN COUNCIL MEETING ON OCTOBER 24, 2017

Pursuant to motion made by **Councilman, ROBERT HODGSON**, and seconded by **Councilman, CATHY JANCI**, for a Motion to approve THE PURCHASE OF MATERIALS to complete the previously approved POWELL PARK PROJECT in the amount not to exceed \$900.00, and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of October 24, 2017.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	5		1	

Duly recorded this _____ day of October 2017.

Town Clerk

TOWN OF WACHAPREAGUE

MOTION TO APPROVE A MEDAL SHELF ORGANIZER
FOR THE PURPOSE OF STORING TOWN RECORDS
AT THE TOWN COUNCIL MEETING ON OCTOBER 24, 2017

Pursuant to motion made by **Councilman, SANDIE PUCHALSKI**, and seconded by **Councilman, CATHY JANCI**, for a Motion to approve THE PURCHASE OF A MEDAL SHELF ORGANIZER FOR THE PURPOSE OF STORING TOWN RECORDS PROPERLY AND PREVENT DESTRUCTION FROM FLOODING in the amount not to exceed \$600.00, and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of October 24, 2017.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	5		1	

Duly recorded this _____ day of October 2017.

Town Clerk

TOWN OF WACHAPREAGUE

MOTION TO APPROVE THE EXPENSE INCURRED FROM THE
CANCELLATION OF THE FALL FESTIVAL, AT THE
TOWN COUNCIL MEETING ON OCTOBER 24, 2017

Pursuant to motion made by **Councilman, ROBERT HODGSON**, and seconded by **Councilman, SANDIE PUCHALSKI**, for a Motion to approve THE EXPENSES INCURRED FROM THE CANCELLATION OF THE FALL FESTIVAL, DUE TO WEATHER, in the amount of \$698.17, and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of October 24, 2017.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	5		1	

Duly recorded this _____ day of October 2017.

Town Clerk

MOTION TO APPROVE THE SPENDING TO REPLACE THE DROP LINES AND
PLUGS FOR THE INSTALLATION OF
CHRISTMAS LIGHTS ON MAIN STREET, AT THE
TOWN COUNCIL MEETING ON OCTOBER 24, 2017

Pursuant to motion made by **Councilman, SANDIE PUCHALSKI**, and seconded by **Councilman, ROBERT BILICKI**, for a Motion to approve SPENDING UP TO \$500 FOR REPLACEMENT OF DROP LINES AND NEW PLUGS USED FOR ELECTRICITY TO CONNECT CHRISTMAS LIGHTS ALONG MAIN STREET, and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of October 24, 2017.

Name of Official	For	Against	Abstaining	Absent
Robert Hodgson	X			
Sandie Puchalski	X			
Cathy Janci	X			
Carlee Vincent	X			
Robert Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	5		1	

Duly recorded this _____ day of October 2017.

Town Clerk