

TOWN OF WACHAPREAGUE TOWN COUNCIL MEETING NOVEMBER 14, 2017

COUNCIL PRESENT: Fred Janci, Mayor; Robert Hodgson, Vice Mayor; Robert Williams;
Sandie Puchalski; Robert Bilicki; Carlee Vincent
COUNCIL ABSENT: Cathy Janci
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 November 14, 2017, in the Wachapreague Town Hall.
- II. **Pledge of Allegiance** –Mayor Janci lead the Council in the Pledge of Allegiance.
- III. **Public Comments**
 - ZR Lewis stated he met the 2 new owners of the marina who are from Pennsylvania. Mayor Janci asked if they stated what their intentions are. S. Puchalski stated they are “up in the air” about their decisions. The new owners will be contacting their lawyer to discuss insurance issues and liability. S. Puchalski stated they didn’t realize the extent of work needed. She did discuss the possibility of dry storage for the boats and the owners will discuss that with the attorney as well. S. Puchalski continued that plans for the future are still undecided.
- IV. **Council Meeting** – Mayor Janci asked if everyone has reviewed the Town Council Minutes from October 24, 2017. VM Hodgson asked for a couple of word changes be made and noted the changes. A motion was made by S. Puchalski to approve the minutes once corrected and R. Bilicki seconded the motion. A vote was taken, with all approving.
- V. **Review of Financial Report**

VM Hodgson reported:

Town Of Wachapreague: VM Hodgson reviewed the financials with the Town Council members. A discussion of all town financials ensued including accounts in collection with the attorney. VM Hodgson stated the income looked on track as last of year this time. The expenses are up about \$3,600 from last year. This could be partly attributed to the expense of the Painter Tourism sign, which was paid starting January 2017 as well as other one-time expenses paid.

Port Of Wachapreague: Current Year – VM Hodgson reviewed these financials with the Town Council Members. A discussion of all financials ensued. There were an increase in income and the expenses have decreased compared to last year this time. VM Hodgson stated overall YTD the finances are doing well.

R. Bilicki asked if there were collection letters sent for outstanding debts. M. Wessells explained letters were sent and several outstanding accounts were paid on.

A motion was made by S. Puchalski and seconded by R. Williams to approve financials. A vote was taken with all approved.

VI. Unfinished Business

A. Town Finances

M. Wessells stated the 2017 Real Estate Tax Bills were mailed and the town has started receiving payments. Mary Jo has the accounts set up and ready to post the payments.

B. Marina & Dredging

- S. Puchalski reported the VPA Project is underway. The wood were ordered yesterday and should arrive within 2 weeks. She went with OBS due to the price was cheaper and gave the price difference. The hardware was purchased. The total cost for everything was under \$5,000. \$6,000 was approved for the project.
- S. Puchalski contacted 3 contractors concerning the ramp project for next year and hopes to have some quotes in the next month.
- Concerning the electric issue at the T docks, S. Puchalski stated the cost of repairs will not be determined until the work begins. It is unclear of the cause, but the electricians believe the conduit has a crack causing the short. In this case, US Electric quoted \$4,900 for repairs. Kerry Paul has not given a quote yet. US Electric stated the only way to know before the work begins is to conduct a load test which will cost over \$1,000; but the only way to know is to look at the actual lines for corrosion.

C. Town Maintenance/Garbage (Repairs)

- S. Puchalski reported some garbage truck repairs were completed including a tire replaced and brakes repaired.
- VM Hodgson stated a storage shelf was purchased. This will help keep the town records off the ground in case of flooding.
- VM Hodgson also wants to work with the maintenance crew to develop a list of things that can be done during bad weather. (Interior painting and cleaning up town hall) VM Hodgson also asked for everyone to come up with a list of items needing repairs, such as concrete cracks.
- R. Bilicki stated Bilicki family would like to make a Gift In Kind donation of materials to upgrade the outside of Town Hall. This will include concrete paint and crack sealer.
- Mayor Jani asked if Chris Wardius was contacted concerning bid to repair the town shed. S. Puchalski stated he was asked but work has not been done. R. Bilicki made a motion to withdraw the awarded bid to Chris Wardius for repairs to the town shed. It has been over 6 months and the work was not completed. VM Hodgson seconded the motion. A vote was taken and all approved. S. Puchalski will contact Mr. Wardius concerning the decision and the marina shed work that needs to be completed.

D. Powell Memorial Town Park

- S. Puchalski reported everything went great for the Coast Guard Day event. Everyone is looking forward to the spring to do another one and maybe have a fundraiser to help maintain the park.
- S. Puchalski stated there are a couple of things that she and Richie are going to fix, which will not cost anything.
- Mayor Janci brought up the recognition of the USCG, Chief Nick Crews and Cody Akluss for the donation of the MIA flag. He also suggested recognizing S. Puchalski and R. Puchalski for all the hard work and donation of materials made to the park. R. Bilicki suggested certificates signed by the mayor would be nice. A total of 3 certificates are needed and plan to present them at the next TC Meeting.

E. Town Hall Beautification

- C. Janci was absent. There was nothing to report per Mayor Janci.
- The Bilicki Family will be donating materials for improvements to the Town Hall exterior. R. Bilicki will present a plan of action at the next meeting.

F. Streets and Drainage

- R. Williams reported he is still evaluating the maps and documents he was given. He now has a map of the town and is transferring information onto it. Once that is done he will have lots of questions about the drainage issues.
- R. Williams stated the drains need to be cleaned out. He asked if the maintenance crew is able to do this work. A discussion ensued concerning previous and future projects.
- Z. R. Lewis discussed the culvert going across his property which is used for the dredging project. During the dredging this year, Normes Dredging told him they could not get the drain through the culvert. As a result, Mr. Lewis told the council he would not allow them to run the drain across his property due to damage of the property. The council assured they would be evaluating his culvert to correct this issue.

G. Safety and Security

- M. Wessells informed the council 2 electric poles were reported to ANEC. These poles look unstable and needs replacing. They are located at the east corner of High St. and Main St and east corner of Brooklyn Ave. and Main St.
- Mayor Janci asked R. Bilicki about the disturbance of the neighbor. R. Bilicki stated everything was quiet and the landlord has addressed the problem.

H. Seaside Park

- R. Bilicki brought up the possibility of contracting Justin Paul for maintaining the park. VM Hodgson stated there are french drains located on the grounds to assist with ponding of the water. R. Bilicki suggested getting Bundick Well & Pump to drill holes in the ground on the pool area to allow water to be absorbed below the pool bottom.
- Mayor Janci brought back the topic of grass cutting and maintenance of the park. The quote of \$1,600 included grass cutting, which the fire department agreed to do. The council decided to have a discussion with the WVFC to discuss the issue.

I. Zoning Administrator's Report

- Mayor Janci reported he has a permit needed to be completed on Powellton Ave. concerning a garage. He also has a permit for a garage for a property on Brooklyn Ave.

J. Floodplain Administrator/CRS Coordinator/ A-NPDC

- VM Hodgson reported he will be attending a meeting tomorrow. Other than that, there is nothing new to report at this time.

K. Planning Commission

- VM Hodgson reported he will continue this under new business concerning updating ordinances.

L. Mosquito Control

- C. Vincent reported she has contacted Ehrlich requesting additional mosquito control information. She stated an additional layer of coverage could improve the mosquito control.

M. Tourism/Business

- R. Bilicki reported the plans for the Christmas Tree Lighting planned for Saturday, December 2, 2017. The event is scheduled to begin at 6 pm and donations of cookies, hot chocolate and apple cider to be provided. A metal boat and wood was donated for a bonfire.
- R. Bilicki spoke to the WVFC concerning the lights on Main St. and at first thought they will not be ready to light. After review, the lights will be functional for the event.
- The tree is located in the shed and R. Bilicki will get JD and John to get it.
- The previous Santa will be contacted to see if available. The WVFC will be contacted to pick up Santa at the Marina.
- Mayor Janci will provide the trailer for caroling. M. Wessells will contact Accomack Community Band to play.

VII. New Business

- VM Hodgson has spoken with Kerry Paul concerning replacement of the drop lines and new plugs. Last meeting \$500 was approved for this project. S. Puchalski motioned to increase the amount to \$1,000 and R. Bilicki seconded the motion. A Roll Call Vote was taken and all approved.
- Mayor Janci discussed that the lights will need to be replaced soon. The old bulbs are difficult to find.
- It was discussed that a list be made of individuals who wish to donate an item to the Town. Also, make a list of items that could be used or replaced in the Town. Mayor Janci suggested instead of a bench donation, the individuals may want to make a donation towards a tree or replacement of Christmas lights.
- VM Hodgson began introducing the Town Ordinances that need to be addressed and will be brought up at the next meeting for final approval. After an extensive discussion, the following agreements were determined:
 1. (Zoning page 19; III-2.4) Length of time camper/trailer may be used for guest in your back/side yard during a period of 1 (one) calendar year.
 2. After a discussion it was agreed that a period of 7 (seven) day per year but with written approval from Zoning Administrator may be up to 14 (fourteen) per calendar year.
 3. (Zoning page 21; Letter T) Reference needs to be changed to Section II-60.
 4. (Section VI-10) This section discusses the VACO/VML Investments. As written John Joeckel is named as the designated party/treasurer/councilman/trustee for this account. This needs to be changed to a generic title of active council member or treasurer. The correct terminology will be determined by the lawyer.
 5. An additional topic to discuss with the lawyer is:
 - a. If the ordinance refers to a Virginia Code that is cancelled from the records, does the ordinance still remain effective or needs to be changed.
 - b. If the Virginia Code is changed to reflect a new code, does the new code take precedence over the original ordinance?

The process was discussed of changing the ordinances after the lawyer has responded to the questions. (Council Vote, Public Hearing, and then Final Vote)

A motion was made by S. Puchalski and seconded by R. Bilicki to approve the changes. VM Hodgson will contact the lawyer for guidance in these items.

- **Adoption of Motion for Closed Session**

C. Vincent made a Motion for Closed Session to discuss personnel matters and S. Puchalski seconded the Motion. A Roll Call Vote was taken and passed unanimously. The Motion and Roll Call Vote are attached hereto these Minutes.

- **Resolution to Reconvene Open Meeting**

R. Williams made a Motion to Reconvene Open Meeting and C. Vincent seconded the Motion. A Roll Call Vote was taken and passed. The Motion and Roll Call Vote are attached hereto these Minutes.

- A discussion was conducted concerning the spoil site property. A letter was received from Norma Hickman stating part of the property claimed by the Town belongs to her. The property needs to be registered with Accomack County by the survey company. The cost will be around \$1,750. A motion was made by VM Hodgson and seconded by R. Bilicki. A Roll Call Vote was taken with all approving. Mayor Janci asked M. Wessells to forward the letter and maps to the lawyer.

- R. Bilicki asked if a Geotrack was available on the shore. The spoil site dredged materials could be aerated and sold. The council had a discussion of possibilities and to review later.

Adjournment

Motion was made by C. Vincent and seconded by R. Williams to adjourn. All approved.

MAYOR

TOWN CLERK

mw

11/14/17

TOWN OF WACHAPREAGUE

MOTION TO GO INTO EXECUTIVE CLOSED SESSION TO DISCUSS EMPLOYEE
CHRISTMAS BONUS AND/OR SALARIES AT THE
TOWN COUNCIL MEETING ON NOVEMBER 14, 2017.

A motion made by **Councilman, CARLEE VINCENT**, and seconded by **Councilman, SANDIE PUCHALSKI**, for Wachapreague Town Council to meet in closed session pursuant to Virginia Code 2.2-3711.A.1, for discussion of Christmas Bonus and/or salaries of employees of the Town Of Wachapreague where such evaluation will necessarily involve discussion of the performance of specific individuals.

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

Duly recorded this _____ day of November 2017.

Town Clerk

TOWN OF WACHAPREAGUE

MOTION TO RECONVENE TO OPEN SESSION OF THE
TOWN COUNCIL MEETING ON NOVEMBER 14, 2017.

A motion made by **Councilman, ROBERT WILLIAMS**, and seconded by **Councilman, CARLEE VINCENT**, for Wachapreague Town Council to reconvene to open session. The Roll be called and each Town Council Member be asked to certify by an affirmative vote that to the best of each member’s knowledge (i) only public business matters lawfully exempted from open meeting requirements and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Town Council.

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

Duly recorded this _____ day of November 2017.

Town Clerk

MOTION TO APPROVE INCREASING THE APPROVED AMOUNT PREVIOUSLY
APPROVED TO REPLACE THE DROP LINES AND PLUGS FOR THE
INSTALLATION OF CHRISTMAS LIGHTS ON MAIN STREET, AT THE
TOWN COUNCIL MEETING ON NOVEMBER 14, 2017

Pursuant to motion made by **Councilman, SANDIE PUCHALSKI**, and seconded by **Councilman, ROBERT BILICKI**, for a Motion to approve INCREASING THE APPROVED AMOUNT OF \$500 TO \$1,000 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 November 14, 2017.

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

Duly recorded this _____ day of November 2017.

Town Clerk