

TOWN OF WACHAPREAGUE TOWN COUNCIL MEETING NOVEMBER 13, 2018

COUNCIL PRESENT: Fred Janci, Mayor; Robert Williams; Robert Bilicki; Sandie Puchalski;
Katherine Bilicki; David Goauk; Kenneth Swick
COUNCIL ABSENT: None
TOWN CLERK: Missy Wallace-Wessells

TOWN COUNCIL MEETING

- I. **Call to Order** – Mayor Janci called to Order the Town Council Meeting at 7:00 p.m. on November 13, 2018, 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 floor for Public Comments.
 - No Public Comments
- IV. **Council Meeting**
 - Mayor Janci asked if everyone has reviewed the Regular Monthly Minutes from the October 9, 2018. There were no additions or corrections.
 - R. Williams made a motion to accept the minutes and VM Puchalski seconded the motion. A vote was taken and all approved.
- V. **Review of Financial Report**

Mayor Janci reported:
Final Financials FY 2017-2018:

 - **Town of Wachapreague:** Final financials for FY 2017- 2018 were presented for approval and discussed.
 - Mayor Janci asked how to proceed with the purchase of the zero turn mower, approved FY 2018. Clerk Wessells stated Treasurer Mary Jo instructed the council to purchase the mower and the expense will be adjusted at the end of FY 2019. Mayor Janci stated to go ahead with the purchase per the Treasurer’s instruction.
 - R. Bilicki discussed the work completed at Town Hall. A discussion ensued concerning the demolition of the old work shed. The previous council voted to approve the cost. R. Bilicki paid for this project and wished to donate a “Gift in Kind” from Judy and himself for this expense. The Council thanked them for the gift. The Town Council will provide a receipt for the “Gift In Kind”.
 - The Town of Wachapreague had a profit for the FY 2017-2018 of \$1,812. A motion was made by K. Bilicki and seconded by VM Puchalski to accept the Town of Wachapreague Financials for FY 2017-2018. A vote was taken and all approved.
 - **Port of Wachapreague:** Final financials for FY 2017-2018 were presented for approval. There were no discussions.
 - A net income of \$5,308 was noted. A motions was made by K. Bilicki and seconded by R. Williams to approve the financials.

Current Financials FY 2018-2019:

- **Town Of Wachapreague-**

- Town Financials for October 2018 were discussed. Mayor Janci stated the Town is 33% through the budget.
- R. Bilicki asked about property owners keeping a vehicle within the Town's limits full time but lives elsewhere. Clerk Wessells explained some people do have cars in town and they are registered here and are responsible for town tags/decals. The Town Council agreed to allow property owners the availability to purchase Wachapreague Town Tags for vehicles not housed full time in the Town.
- A motion was made to accept the October 2018 financials for the Town of Wachapreague by R. Bilicki and seconded by VM Puchalski. A vote was taken with all approval.

- **Port of Wachapreague-**

- Port Financials for October 2018 were discussed.
- Mayor Janci reviewed "Budget vs. Actual". The budget is currently at 33% through year. VM Puchalski stated the Port income usually begins around February/March and carries through July. This is the yearly slip rental income. Transient slip rentals fill in where available. There were no further questions.
- A motion was made by K. Bilicki and seconded by VM Puchalski to accept the Port of Wachapreague Financials for October 2018. A vote was taken and all approved.

VI. Unfinished Business

A. Marina

- VM Puchalski stated she is presenting two estimates she has received concerning the VPA Grant Break Water Project. She stated others have been contacted without response. VM Puchalski stated the bids will be open tonight and a decision will be made. VM Puchalski stated the estimates were from Castrol \$24,168 and RP Marine Service \$18,685. The scope of work were given to both parties prior to the estimate. RP Marina Service also included a scrapping in the quote. Mayor Janci questioned the funds available for the VPA Grant and VM Puchalski stated \$20,000. A motion was made by R. Bilicki and seconded by R. Williams to approve RP Marine Service for the amount of \$18,685 to repair break boards on the Port of Wachapreague Marina. A Roll Call vote was taken with 6 yes and 1 abstain.
- VM Puchalski stated fuel pumps were move to the marina. A new pump was needed with new hose and that was completed.
- VM Puchalski stated US Electric will be working on the cameras within the next week or 2. There is one which should rotate but is fixed and this will be replaced with a regular camera. VM Puchalski stated \$500 was approved for this project repair and it shouldn't cost that much for everything.

B. Town Maintenance/Garbage (Repairs)

- D. Gouak stated the rear tires on the brush truck are starting to get dry rotted and worn. He doesn't have estimates for complete repairs but tires have been found to be \$250 each. VM Puchalski stated Richie Puchalski has a tire changer but unsure if it is usable for this size.
- A discussion about locations with these size tires ensued. This topic will be brought back up next meeting.
- D. Gouak stated with grass cutting ending for the year, the Maintenance crew should have extra time for other work around town. He requested any projects needing done around town, please contact him.
- D. Gouak stated the doors on the concession stand are completed.

C. Powell Park

- VM Puchalski stated the inside light fixture in the concession stand needs to be moved. Richie will take care of it. VM Puchalski will donate a smaller one for the building.
- VM Puchalski will plan to get another work crew with the Coasties to get the finishing work to the park, maybe next week.
- R. Williams commented on how nice the grave yard looks.
- K. Swick asked if the Town can do anything to thank the Coasties for all their work. VM Puchalski stated they will be having a Christmas Party on December 14th at the WVFC. They love to eat so residents bake goods or just stop in.
- R. Bilicki suggested giving a certificate of appreciation but VM Puchalski suggested they would appreciate something to eat better. A time will be given at the next meeting.

D. Town Hall Beautification

- K. Bilicki stated she would like the name to be changed to "Town Beautification." All agreed.
- K. Bilicki asked about installing solar lights at the Welcome Sign and possible a battery operated wreath. VM Puchalski has garland to help out. Mayor Janci stated a resident has maintained the flowers-Lydia Brooks located on Powelton Avenue. She has done a wonderful job with this over the last several year.
- K. Bilicki suggested developing a design and logo for the Town of Wachapreague. She suggested having a contest of ideas for this.
- R. Williams suggested people who may be able to help with this project. He also stated improving the appearance of yards and homes on Main Street. He suggested some places need painting and repairs to make the Town look nice.
- K. Bilicki asked if there were ordinances concerning property upkeep. Any ordinance changes must be presented to the Town as a public hearing.
- K. Bilicki also stated some properties may have no transportation. She will work on ways to have trash removal such as clean up days.
- R. Bilicki stated the walk has been set in the back of Town Hall. He will speak with WVFC concerning trellises. He is working on getting a solar light for the flag poles.
- R. Bilicki suggested Clerk Wessells to park behind Town Hall to allow 2 parking spaces in front of the Town Hall.
- R. Williams and Clerk Wessells have been discussing cross walks and stop signs bars with VDOT. It will be continued.

E. Streets and Drainage

- K. Swick reported every resident along the South ditch on the north side have signed for the Accomack County to clear out the ditch. The farmer on the south side of the ditch will not sign. After much work and talking, the Accomack County will walk the ditch to evaluate status. There has not been a date set for the evaluation.

F. Safety and Security

- R. Williams stated he contacted VDOT concerning dead tree on Main Street. The tree is located on the north side near beginning of Main Street. VDOT has agreed to remove the tree.
- R. Williams presented information on a piece of equipment to remove debris from ditches and help prevent flooding.
- R. Williams also discussed the proposal from last month's meeting from Davis, Bowen & Friedel. This proposal was to be sent to the Planning Commission for review and move on with designing project.

- Mayor Janci asked if a Planning Commission meeting been set up or who does it. Clerk Wessells stated usually the Chairman sets these meetings but due to the turnover of members, the liaison to the Town Council will set the initial meeting and that would be K. Bilicki.
- K. Bilicki stated she didn't know who to contact. Clerk Wessells stated she has the list with contact numbers and will get a complete copy to her tonight. At the initial meeting, a Chairman and Vice Chairman will be chosen. The Chairman will set up the meetings and should have them on a regular schedule.
- The letter sent by Mr. John Joeckel was issued to clarify the proper procedure.
- A question was asked who sets it up. K. Bilicki was told she will set up the initial meeting due to all the turn overs on this board. K. Bilicki is named as liaison to the Town Council.

G. Derelict Properties

Mayor Janci stated this topic will be carried over to the next meeting.

H. Tourism

- R. Bilicki stated the Tourism Board wished to have the Tree Lighting Event this year. The dates suggested were November 24th, December 1st, or December 8th. After several discussions, December 8th was decided.
- R. Bilicki asked Clerk Wessells about the choir at Nandua High School. Clerk Wessells stated the teacher we used was not on the Eastern Shore. Clerk Wessells suggested contacting the Accomack Community Band and other school choirs for music. R. Bilicki agreed.

H. Zoning Administrator's Report

- Mayor Janci stated nothing new to report.

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

- R. Williams stated Wachapreague received a score of 8 for the CRS.
- R. Williams passed out the minutes from the 1st RAFT meeting.
- R. Williams also noted Saxis has asked for our help with the CRS. He will help them out.
- K. Swick attending a conference concerning the Barrier Islands and how to preserve them.
- Clerk Wessells stated to put things into prospect: Accomack County has a full time department and a specialized person that deals with floodplains. They have a rating of 6. So Wachapreague is doing very well.

J. Planning Commission

- **Discussed above.**
- Mayor Janci stated per John Joeckel's letter stated the Town Council cannot assign a Chairman/Vice Chairman for the Planning Commission. A liaison is appointed to communicate between the Town Council and Commission. After a Commission is established, a vote will be taken to choose these positions.
- K. Bilicki is the liaison to the Town Council and will set up the initial meeting for the Planning Commission since the Commission does not currently have a Chairman/Vice Chairman.

A correction to the October 9, 2018 Town Council Minutes – The following error to be correct: Kathy Bilicki is not currently Chairman of the Planning Commission. Her current position is Liaison to the Town Council. A motion to make this correction made by K. Swick and seconded by R. Bilicki. A vote was taken and all approved.

K. Mosquito Control

- VM Puchalski nothing to report.

L. Seaside Park

- R. Williams stated he has received 1 bid from Wood's Electric to install lighting at Seaside Park. VM Puchalski stated she has not received the bid from Paul's Electric yet. VM Puchalski stated she could ask US Electric for a bid. All agreed.
- R. Bilicki asked about the installation of a grill at Seaside Park. Clerk Wessells presented the information concerning the regulations for the park. After a discussion, it was agreed that the grill was allowed. This will be discussed at the next meeting.

M. Legal

- Mayor Janci stated nothing new to report.

VII. New Business

- VM Puchalski presented the ornament for the VML Governors Tree and Clerk Wessells read the meaning of the parts.

VIII. Announcements

- Mayor Janci stated nothing new to report.
 - **Adoption of Motion for Closed Session**-K. Bilicki made a Motion for Closed Session to discuss personnel matters and K. Swick seconded the Motion.
 - **Resolution to Reconvene Open Meeting**- D. Gouak made a Motion to Reconvene Open Meeting and R. Williams seconded the Motion.

IX. Adjournment

- Motion was made by K. Bilicki and seconded by K. Swick to adjourn. All approved.

MAYOR

TOWN CLERK

mw

11/13/18

**MOTION TO AWARD R.P. MARINE SERVICES THE CONTRACT FOR THE AMOUNT
OF \$18,685 FOR REPAIR OF BREAK WATER BOARDS AT THE PORT OF
WACHAPREAGUE MARINA. THIS PROJECT IS PART OF THE
FY 2018-2019 VPA GRANT.**

Pursuant to motion made by **Councilman, ROBERT BILICKI**, and seconded by **Councilman, ROBERT WILLIAMS**, for a Motion to approve RP MARINE SERVICE TO PERFORM REPAIRS OF THE BREAK WATER BOARDS and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of November 13, 2018.

Name of Official	For	Against	Abstaining	Absent
VM S. Puchalski	X			
Robert Williams	X			
Robert Bilicki	X			
Ken Swick	X			
Dave Gouak	X			
Kathy Bilicki	X			
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	6	0	1	0

Duly recorded this _____ day of November 2018.

Town Clerk