

TOWN OF WACHAPREAGUE TOWN COUNCIL MEETING OCTOBER 9, 2018

COUNCIL PRESENT: Fred Janci, Mayor; Robert Williams; Robert Bilicki; Sandie Puchalski; Katherine Bilicki; David Goauk

COUNCIL ABSENT: Kenneth Swick

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 October 9, 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 September 11, 2018. There were no additions or corrections.
- D. Gouak made a motion to accept the minutes and K. Bilicki seconded the motion. A vote was taken and all approved.

V. Review of Financial Report

Mayor Janci reported:

Town Of Wachapreague:

- Clerk Wessells stated the final End of Year 2017-2018 Financials are completed and needs to be approved. The depression adjustment has not been completed. It will be available after the audit is complete around December. Mayor Janci reviewed the End of Year 2017-2018 Financials with the Council and noted a profit of \$1,812 for the year. It was also noted the income was slightly down from the previous year.
 - Mayor Janci explained unexpected expenses were incurred such as election expenses and truck repairs.
 - A discussion ensued concerning the zero turn mower and if it had been previously budgeted. The bookkeeper Mary Jo Tatum was unavailable and will be discussed when she returns.
 - Also discussed were the charges to the Drainage Reserve account. The additional charges were from Atlantic Heating and Cooling Services for running a camera down the main storm drain. The cost was \$945.00.
 - R. Bilicki questioned the Tourism Budget and how expenses are applied. Clerk Wessells explained expenses are paid as received. If budget is exceeded, the balance will be deducted from the reserve.
- Mayor Janci moved on to the Current Year Financials for the Town of Wachapreague. It was stated the current budget was 25% through the year. Mayor Janci stated the budget income is under but it will be balanced as taxes are collected.

- K. Bilicki requested the Bookkeeper Mary Jo Tatum to provide a simplified Profit & Loss Budget vs. Actual. It was also requested to be one sided reports.
- Mayor Janci stated the finances look better than last year.
- Clerk Wessells stated she contacted Irene Lewin concerning delinquent taxes and was told they would take care of them. She has not paid her taxes on 2 properties in approximately 5 years.
- Mayor Janci stated the financials for September 2018 must be approved. A motion from R. Williams and seconded by K. Bilicki. A vote was taken and all approved.
- A motion was made to hold the FY 2017-2018 financials until mower purchase is clarified to the council. VM Puchalski made the motion and R. Bilicki seconded the motion. A vote was taken and all approved.

Port of Wachapreague:

- VM Puchalski explained the income difference from last year to this year. She explained many of the Transient Slip Rentals have moved to Full Time Slip Leases. This will show when the leases are renewed in March 2019.
- Mayor Janci went over the financials and everyone understood the income change. A motion was made by K. Bilicki and seconded by R. Bilicki to accept the September 2018 Port of Wachapreague financials. A vote was taken and all approved.

VI. Unfinished Business

A. Marina

- VM Puchalski stated she is waiting for Fisher Marine to give an estimate for repair/replace breakwater boards on the docks. VM Puchalski stated she underestimated the time and labor it was to take for this project. The repairs can only be done during low tides and will take many days to complete.
- K. Bilicki asked about the Handicap Lift. VM Puchalski stated it is ready to go but she was waiting to leave up until spring. Signs are made to instruct anyone requesting the Lift to contact either the Marina or Town Hall for access.
- VM Puchalski requested something to be put on the website to inform the public of the Lift.
- VM Puchalski stated the next project for the VPA Grant is to crack fill the top pad of the ramp. She stated it can be repair to save money instead of being tore up and replaced. Another project is to replace some pilings.

B. Town Maintenance/Garbage (Repairs)

- D. Gouak stated he spoke with the maintenance crew. D. Gouak stated the mowers were not being taken care of and needed repair. D. Gouak asked who decides where repairs/maintenance is done. Mayor Janci stated repairs can be done per D. Gouak's discretion if under \$250. Anything over \$250 would need Town Council approval. D. Gouak volunteer to do some repairs himself to save the Town money.
- D. Gouak discussed a pay increase for the workers. Mayor Janci stated this must be done during the budget cycle. It was agreed to carry this over until then.
- A discussion ensued concerning holiday pay. K. Bilicki disagreed with the employees not getting paid for holidays during their schedule work day. It was decided that the employees had the choice to take day off without pay, work additional day to make up day, or work scheduled holiday.
- R. Bilicki stated his father Dan Bilicki appreciated the cleanup done at Seaside Park.

C. Powell Park

- VM Puchalski stated the work on the concession stand/maintenance shed is almost completed. She has contacted Brown's Doors and he will install the door next week.
- VM Puchalski stated she hope to get the Coasties together to finish the dugouts and park.
- VM Puchalski wanted to thank R. Williams and Tomeka for their work at the grave yard.
- R. Williams discussed a product he found to repair the tombstones. He stated the cleaning kit is \$70 and the adhesive kit is \$82. The Council agreed to the purchase.
- R. Williams and Tomeka mapped the cemetery and has a website to match them up.
- K. Bilicki asked if this would be a project to have the community involved. At the next meeting, she would like to put a proposal together.
- VM Puchalski wanted to thank Kerry Wallace for helping cut the playground. She also stated Richie for cutting the ballfield.
- Mayor Janci thanked everyone for the work done.

D. Town Hall Beautification

- K. Bilicki stated the fuel tanks are still there. VM Puchalski stated Richie will be transporting them within the week. The tanks had been filled and needed to be emptied before moving.

E. Streets and Drainage

- R. Williams presented a letter from Davis, Bowen & Friedel concerning the drain project. He stated this went along with the CRS. He stated as a note we have completed the recertification and thanked Clerk Wessells for her work.
- R. Williams explained the information provided by Davis, Bowen & Friedel. He explained the cost of \$3,500 to do the work of design and help get grants to complete the 3 phase project. It was clarified that the total cost would be approximately \$35,000 for design. R. Bilicki made a motion to present this project to the Planning Commission. VM Puchalski seconded the motion. All approved.
- R. Williams discussed a project for clearing ditches of debris. A previous equipment discussed cost \$8,000. This piece of equipment would cost \$3,000. No action taken.
- A question was asked to explain the CRS. Mayor Janci explained how the CRS worked and how to get a discount on Flood Insurance.
- R. Williams stated Accomack County has contacted the Town to do ditch work on the south side of the town limits. Property owners will be contacted to gain access to the ditch.
- A discuss ensued concerning the drainage project. Mayor Janci stated he thought this was a good idea. Mayor Janci wanted it noted that the Council is standing behind this project.

F. Safety and Security

- R. Williams stated during the Crab Cake Cook-off, electric cords were draped on the ground. This could cause a hazard of falling. A suggestion was made to get quotes for installing electric and lights at the gazebo. R. Williams received a quote from Wood's Electric for \$2,500. This included 2 outlets and a light installed within the gazebo. VM Puchalski will be getting a quote from Paul's Electric before the next meeting.
- Mayor Janci read a letter from K. Swick concerning south ditch. The letter from Accomack County states all bridges must be removed in order to access it. It was discussed who owns ditches. This will be checked into.

G. Derelict Properties

- R. Bilicki stated he spoke to Reggie Mariner concerning safety of his property on Brooklyn Avenue. It was agreed a letter must be sent regarding the derelict property being secured.
- Clerk Wessells reported she sent letter out to homeowner of PID # 113A01200B00002 Switch Bridge Road (O'Sullivan) and 1 Custis Street (Beerends) concerning overgrowth.
- K. Bilicki asked about the status of the fence on Pearl Street. Mayor Janci stated a fence is not a structure and can be placed on your property line. He stated making contact with Mr. Large and requested to make side fence on angle.
- VM Puchalski stated an ordinance needs to be established for fences. She suggested to adopt:
 - must be 15' from center of road
 - no higher than 6'
 - located on property owners side.

All agreed and forward to Planning Commission.

- Anita Large requested a copy of the variance approving the garage being built 5' off property line. Clerk Wessells will continue looking for this.

H. Tourism

- R. Bilicki stated the Town had a successful Crab Cake Cook-off. He wanted to thank Charles Elliott for the music. He is a really good musician and an asset to the town.
- Mayor Janci stated next up is Halloween and notices need to be put up. Clerk Wessells stated this has already been posted in paper and flyers will be placed in Post Office.
- R. Bilicki stated the Tree Lighting will be coming up. R. Williams and Tomeka volunteer to purchase a new tree for the gazebo.

H. Zoning Administrator's Report

- Mayor Janci stated there are 3 building permits for the Town. Randy Lewis is moving his house to Whileaway, a new construction on south side of Atlantic Avenue, and Front Row Properties will be renovating the Parker Railway on Atlantic Avenue.
- An update on the Zoning Permits needs to include the 3' Freeboard within the floodplain. This needs to be brought to the Planning Commission to create a zoning ordinance.

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

- R. Williams stated things have already been discussed.
- R. Williams stated there will be some training he will need for this position and will be looking into this.

J. Planning Commission

- K. Bilicki asked when the Planning Commission meets. Clerk Wessells stated K. Bilicki must set up the time and dates. Usually meeting occurs monthly or as needed. K. Bilicki will be in contact with the other members and set up a date.
- Current members were Kathy Bilicki-Chairman, Arlene Joeckel, MiMi Sedjat, Robert Williams, Robert Bilicki and Patricia Bragg.

K. Mosquito Control

- VM Puchalski reported she will be looking into other companies. She will be reporting back with options.

L. Seaside Park

- Mayor Janci stated everything has been discussed.

M. Legal

- Mayor Janci stated nothing new to report.

VII. New Business

- Mayor Janci stated nothing new to report.

VIII. Announcements

- Mayor Janci stated nothing new to report.

IX. Adjournment

- Motion was made by VM Puchalski and seconded by R. Williams to adjourn. All approved.

MAYOR

TOWN CLERK

mw

10/09/18