

TOWN OF WACHAPREAGUE TOWN COUNCIL MEETING SEPTEMBER 11, 2018

COUNCIL PRESENT: Fred Janci, Mayor; Robert Williams; Robert Bilicki; Sandie Puchalski; Katherine Bilicki; Kenneth Swick

COUNCIL ABSENT: David Goauk

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 September 11, 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.
 - Bonnie Hill stated a concern of flooding at the Marina with the impending storm and boats storage. She stated the south side of the parking lot would be better and less chance of flooding.
 - USCG Officer in Charge Nick Crews spoke about preventive measures being taken at Coast Guard Station Wachapreague. A 3 man crew will be staying and please use them if needed. The 45' boat will be moving to Cape Charles. All boats in Hampton Roads are going to Baltimore, Maryland during the storm. The small shallow water boat will be staging at Parksley Volunteer Fire Company. This boat will be accessible in case of emergency. He gave the numbers to contact as 757-787-9527 landline; 757-638-6641 Emergency Command Center in Hampton Roads.

OIC Crews also gave the council an update of the storm. At present time NASA is at condition 5- standard phase without a hurricane threat. Station Wachapreague is at Condition 2- preparing for a major storm.
 - Patricia Bragg was next to speak. She has a concern with the 6' fence her neighbor on the north side of her property, 10 Pearl Street, is erecting. She believes this is not in compliance with the Town's Ordinances. The property owners are erecting the fence on the property line. Ms. Bragg is stating the setback should be 5 feet from the property line (per the ordinance concerning accessory structures).

R. Bilicki made a motion to send a "Stop Work Order" to the owners and K. Bilicki seconded the motion. A letter is to be drafted explaining this matter will be looked into but currently the work must stop. All council member agreed.
- 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.
 - K. Bilicki 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:

Town Of Wachapreague:

- Mayor Janci stated the Incomplete End of Year 2017-2018 Financials will continued to be tabled until the final report is issued between September and October 2018.
- Mayor Janci reviewed Profit/Loss vs. Actual and stated the Town is approximately 16% through the year. The following expenses were noted:
 - Town Repairs & Maintenance expenses are up at 38.2%.
 - Total Expenses are over at 25.4% and should be around 16%. The council reviewed line by line and asked questions. Mayor Janci suggested keeping close eye on spending throughout the year. All agreed.
 - K. Bilicki questioned the Office Supply Expense totals running high. Clerk Wessells explained what was included and provided detail information from the Quick-Books accounting. K. Bilicki was happy with explanation.
 - R. Bilicki asked to have all items related to the Tourism Account to be itemized for next month's meeting. Clerk Wessells was asked to have Mary Jo prepare this report.

R. Bilicki made a motion to approve the Town of Wachapreague Financials and VM Puchalski seconded the motion. A vote was taken and all approved.

Port of Wachapreague:

- Mayor Janci reviewed the financials with the Town Council members. Mayor Janci explained during the beginning of the Fiscal Year, the Marina finances look poor with income. The income increases in the spring due to renewal of slip leases. The beginning is slow but picks up at the end. VM Puchalski explained how the income is collected.

R. Williams made a motion to approve the Port of Wachapreague Marina financials and R. Williams seconded the motion. A vote was taken and all approved.

VI. Unfinished Business

A. Marina

- VM Puchalski reported the fence for the fuel tank enclosure has been installed. The trash cans are currently being held there for the storm.
- VM Puchalski stated a contractor was coming this week to give an estimate for the break boards work per the VPA Grant. Due to the storm, it was rescheduled until next week.
- VM Puchalski stated a vote is requested for approval of security cameras and installation needed at the Marina for the fuel pumps. She stated the estimate for work would be \$500.00. A motion was made by VM Puchalski to approve the expense and K. Swick seconded the motion. A Roll Call Vote was taken with 5 yes, 1 absent and 1 abstain (Mayor). All approved.
- VM Puchalski reported things will be secured for the storm including the tower tomorrow.
- VM Puchalski stated emergency boat storage was available at the Marina. Everyone understood once the storm passed they must be removed from the parking lot.

B. Town Maintenance/Garbage (Repairs)

- D. Gouak was not in attendance but a report was given by Mayor Janci.
- D. Gouak had meeting with the Maintenance Crew on September 4, 2018 to discuss the job description:
 - The Maintenance Crew changed the work hours to 7:30 am – 3:30 pm with no lunch and 2- 15 minute breaks. They were informed to keep their time cards accurate.
 - The Maintenance Crew complained about the brush was too large. The Council asked Clerk Wessells to post another notice in the post office concerning brush removal.

- D. Gouak wanted to discuss wages in the October meeting.
- Another issue was brush being placed on Main Street. A discussion ensued and concluded to include a notice to place all brush on a side road, if possible.
- R. Williams stated a “Chain of Command” needs to be established. Everything concerning the Maintenance Crew need to go through D. Gouak. Everyone agreed.
- R. Williams suggested a work order system. This will create a record of completed tasks.
- The Town Council request a list of contact information for the Town to be distributed to them. Clerk Wessells stated it was included in last month’s packet but she will get everyone a copy before leaving tonight.

C. Powell Park

- VM Puchalski stated the work party for tomorrow was cancelled due to the storm.
- VM Puchalski will buy grass seed.
- The mower will be purchased as soon as the building is completed.
- VM Puchalski stated Devin at Fairdale Farms requested to give a quote before the purchase.
- VM Puchalski stated Justin Paul is still mowing Seaside Park.

D. Town Hall Beautification

- R. Bilicki is ready to move fuel tanks and place pavers. He stated he still has the bulletin board to install.
- It was requested to not refill the fuel tanks until they are moved.

E. Streets and Drainage

- R. Williams stated VDOT repaired the hole on Pearl Street.
- R. Williams also reported he placed a work order to fix the culvert on corner of Pearl and Mears Street.
- R. Williams stated the engineers are still putting together a proposal for the drainage project.

F. Safety and Security

- R. Williams expressed his concern of issues in the event of a large storm. Items of concern are:
 - Loose crab pots and stuff around the fish house.
 - Campers in the camp ground that are not tied down.
 - Trailered boats on commercial waterfront needs to be removed in case of major storms.
- Mayor Janci stated campers/trailers should be moved yearly and inspected. Mayor Janci stated the Zoning Administrator needs to check into this issue.
- VM Puchalski stated these campers/trailers need to be secured. K. Bilicki asked the Council who is liable for damages.
- R. Williams stated the RAFT program has been developed as a tool in case of a catastrophic storm. The program is designed to build resilience within the community.
- R. Bilicki asked if a “role call” or “roaster” been developed of who will stay during the storm. R. Williams stated this part of the RAFT program. It will help the community prepare before an event happens.

G. Derelict Properties

- Mayor Janci stated nothing to report.

H. Tourism

- R. Bilicki stated the Town Wide Yard Sale is from 8 am – 2 pm.
- Marine Science Day at VIMS. The event will start is from 12 pm-5 pm.
- R. Bilicki stated the Crab Cake Cook-off and Apple Pie Contest will be 3:30 pm-6:30 pm.
- Mayor Janci asked about clean up Seaside Park due to the storm. R. Bilicki with get with D. Gouak concerning this task. VM Puchalski stated USCG might help as well as high school students requiring volunteer service hours.

H. Zoning Administrator's Report

- Mayor Janci stated there has been a lingering noise complaint from Lilliston's Seafood. A resolution is being investigated.
- Mayor Janci stated another complaint from Patricia Bragg concerning a property fence has been brought up tonight. This will be addressed.
- Mayor Janci stated there were no new permits issued this month.

I. Floodplain Administrator/CRS Coordinator/ A-NPDC

- R. Williams stated he will accept the task of RAFT and CRS.
- Clerk Wessells has been working on the yearly CRS Recertification, which is almost complete.
- R. Williams stated the RAFT coordinator Michelle Covi has asked for a conference call on Wednesday or Thursday to discuss ideas. It was discussed that more people are needed to work on the program. A list of people currently involved are: Charles and Elena Elliott; R. Williams; Mayor Janci.
- R. Williams explained the program also concentrated on providing resources and involving other agencies for help.

J. Planning Commission

- K. Bilicki volunteer to head the Planning Commission. R. Williams and R. Bilicki have accepted positions on the board.
- K. Bilicki was told a representative needs to attend the next Accomack-Northampton Planning Commission meeting which is held the 1st Wednesday of each month at ESCC.

K. Mosquito Control

- VM Puchalski stated nothing currently to report.

L. Seaside Park

- Mayor Janci stated he will get people to come and close down park for the season.
- R. Williams asked about getting power to the gazebo. VM Puchalski stated she will get a quote from Kerry Paul and US Electric. R Williams will get a quote from Woods Electric.

M. Legal

- Mayor Janci explained the details of the county taking over billing for the decals. It was decided last month not to change. Everyone agreed.
- Mayor Janci stated the topic of off shore drilling was tabled from last month. A discussion of the facts. A decision was made to stay neutral to this situation at this time.
- A discussion about clumps of an oil like deposit found near the islands in the last 2 years by the Swick family. K. Bilicki questions if it was a natural occurrence. It was suggested to bring a sample to Doctor Snyder at VIMS for examination.

VII. New Business

- VM Puchalski asked to clarify holiday time for the Town's employees. Previous Council approved Christmas and New Years to be paid days off. In previous years this has not been done. She asked for clarification as to whether to have paid holidays or not. A discussion ensued and the following decision was made:
 - The employee has the option of working or not on holidays. In the event they take off, it will not be with pay but the employee has the option of working an alternate day.
- R. Bilicki stated a resident of the town that lives on Switchback Road has complained of knee deep grass. S. Puchalski will check this out and a letter will be sent.

VIII. Announcements

- VM Puchalski stated a noise detector has been used to measure the volume. It was checked from different locations and times of day. The noise level is below Accomack County regulations.

IX. Adjournment

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

MAYOR

TOWN CLERK

mw

9/11/19

MOTION TO APPROVE TO APPROVE \$500.00 FOR THE
INSTALLATION OF SECURITY CAMERAS AND LABOR TO THE
BACK SIDE OF THE PORT OF WACHAPREAGUE MARINA.
THE CAMERAS WILL HAVE A DIRECT VIEW OF THE FUEL TANKS.

Pursuant to motion made by **Vice Mayor, SANDIE PUCHALSKI**, and seconded by **Councilman, K. SWICK**, for a Motion to approve MAKING THESE CORRECTIONS IN THE PUBLISHED BUDGET and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of AUGUST 14, 2018.

Name of Official	For	Against	Abstaining	Absent
Sandie Puchalski, VM	X			
Robert Williams	X			
Robert Bilicki	X			
Ken Swick	X			
Kathy Bilicki	X			
David Goauk				X
Mayor Fred Janci (voting only in case of tie)			X	
Vote Totals	5	0	1	1

Duly recorded this _____ day of September 2018.

Town Clerk