

TOWN COUNCIL  
MEETING  
MAY 7, 2012  
7:00 PM

Mayor Moore-Present  
Vice-Mayor Greer-Present  
Councilman Ward-Present  
Councilman Massey-Present  
Councilman Doughty-Present  
Councilman Metz-Present  
Councilman Scanlan-Present

STAFF PRESENT: Arthur Miles, Ethel Parks, Connie Zahn.

CALL TO ORDER:

The meeting was called to order at 7:00 pm by Mayor Moore.

APPROVAL OF MINUTES REQUESTED FOR THE REGULAR COUNCIL MEETING OF  
APRIL 2, 2012:

Councilman Scanlan noted errors in the Minutes of the April 2, 2012 meeting and made the Motion to approve the Minutes with the necessary corrections made. The Motion was seconded by Councilman Doughty. Discussion-None further. The Motion was passed by the following vote: Councilman Ward-Aye; Councilman Massey-Abstained; Councilman Doughty-Aye; Vice-Mayor Greer-Aye; Councilman Metz-Abstained; Councilman Scanlan-Aye

CITIZEN INPUT:

Donald E. Kellam, Jr. said that he was glad to see the report in the packet from Springsted regarding the search for a new Town Manager. He encouraged the Council to move forward, saying that Springsted does excellent work.

Kenneth Carpenter congratulated Tommy Lewis on his election to the Town Council and the reelection of John Coby Metz and Charlie Massey to the Council. Mr. Carpenter stated that Exmore has been good to him and his family for over fifty years and thanked the Council. He noted that even though they may not have always agreed all the time, he wishes them his best.

AUDIT REPORT-WELCOME DIANE SMITH OF DYS, CPA, PC:

Diane Smith presented the 2008-2009 Audit.

Councilman Scanlan noted that the Council has been under the impression that the water system is a money maker for the Town, not a loss. Ms. Smith explained that depreciation expense of the system is not figured into the budget. Ms. Smith noted that there is a lack of segregation of duties as is the case in most small towns. She noted that there were no written purchasing or personnel policies, and the staff could not locate a book of Council Minutes.

Mayor Moore asked what the time line is to get the audits caught up. Ms. Smith noted that it is difficult to go back and find information needed and that it should be getting easier now. She said that if all the information is available as she needs it she should be able to complete an audit in three months. Councilman asked Ms. Smith for a progress report half way through the next audit.

Mr. Miles noted that a new server will be installed this week and Quickbooks will be installed on it. He said that Leatherbury-Broache will be training the office staff to enter Town records to update bookkeeping beginning July 1.

**NEW BUSINESS:**

**CONGRATULATIONS AND WELCOME TO INCOMING COUNCILMAN THOMAS R. LEWIS:**

Mayor Moore congratulated incoming Councilman Tommy Lewis.

**DISCUSSION AND CONSIDERATION OF PROPOSED ORDINANCE NO. 195 “AN ORDINANCE TO AMEND NO.187 ENTITLED “EXMORE TOWN ORDINANCE RE:JOINDER OF THE INCORPORATED TOWNS OF CAPE CHARLES, CHERITON, NASSAWADOX AND EXMORE AND AMENDMENT TO ARTICLES OF INCORPORATION FOR EASTERN SHORE PUBLIC SERVICE AUTHORITY:**

Councilman Scanlan noted that he is in favor of wastewater treatment plant for Exmore if that is what the citizen’s want but he feels there is a lack of enthusiasm and commitment of the Council and employees to complete the surveys. He feels Exmore should back out of it.

Councilman Massey asked if Nassawadox has backed out. Mr. Miles noted that Nassawadox has never been a part of it because they do not have a representative on the board. Mr. Miles stated that this ordinance only changes the number of members on the PSA board from ten to nine. Councilman Scanlan said he would like to see the surveys. Vice-Mayor Greer asked if they know what it is going to cost. Mr. Miles noted that the monthly fee would be \$42.00 and the hook-up fee would be free. After much discussion, Councilman Massey made the Motion to approve Ordinance No. 195. The Motion was seconded by Ward. Discussion-None further. The Motion was passed by a 5-1 vote with Councilman Scanlan opposed.

**AMEND ORDINANCE NO. 112 (YEARLY AMENDMENT FOR TRAFFIC, TICKETS):**

Councilman Massey made the Motion to approve Ordinance No 196. The Motion was seconded by Councilman Doughty. Discussion-None. The Motion was passed unanimously.

Councilman Scanlan asked if the dog ordinance that they just approved was good for one year or if it had to be approved again for the upcoming year. Mr. Miles said that he would look into it before the next meeting.

**PRELIMINARY BUDGET FOR 2012-2013:**

Mr. Miles noted that the anticipated expenditures will leave the reserve with \$162,000. likely use a He noted that some of the reserve comes as a result of the Municipal Building being paid for and the Flo Trend system that will be paid for in July. Councilman Doughty asked if some of the reserve

could be set aside for the new wells. Mr. Miles said that he has put \$24,000 in a Water System Reserve Fund for the new wells.

Mayor Moore asked how much of the delinquent taxes are collectable. Mr. Miles stated he was not sure. He said that \$194 was collected in April in Personal Property taxes due to the sale of decals.

Councilman Scanlan noted that the County prints a delinquent list of the top ten of who owes the most in taxes. The Clerk noted that they have tried to print the list by year but have been unsuccessful.

Vice-Mayor Greer stated that they have \$162,000 and needed to get their priorities straight and the books in order. He asked when they should meet to discuss what to spend it on. He said they need programs, training, who is going to be involved and so on.

Mayor Moore asked Mr. Miles to call the Councilmen in a week and if all are in agreement with the budget then go ahead and advertise.

#### SPRINGSTED INFORMATION:

Mr. Miles said that Springsted are good people and they do good work but their fee ranges from \$15,000 to \$20,000 plus out-of-pocket expenses.

Councilman Scanlan stated that they have had two Town Managers and an Interim Town Manager and feels Springsted is worth the money.

Vice-Mayor Greer noted that Mr. Miles was hired as a Zoning Administrator not a Town Manager. He said that they need someone who knows how to operate and maintain a town.

Councilman Ward said that he feels that if the reports and records are available there would not be a problem with the audits. He stated that Mr. Miles is doing a good job.

Councilman Scanlan said that he feels that they should invite Springsted to a special meeting and also go over the budget.

Mayor Moore stated that even with the economy the way it is, he feel they have come ahead and made some progress.

Councilman Scanlan made the Motion to invite Springsted next Monday night if they are available and if not, then the first Monday night that they are, to give a presentation and hear what we need to have in place in order to start a search for a Town Manager, and also the same night look at the budget. The Motion was seconded by Vice-Mayor Greer. The Motion was passed by the following vote: Councilman Ward-Nay; Councilman Massey-Nay; Councilman Doughty-Aye; Vice-Mayor Greer-Aye; Councilman Metz-Aye; Councilman Scanlan-Aye.

#### EXMORE YARD SALE DATE:

Mr. Miles noted that the Exmore Yard Sale is usually held on the third Saturday in September. He said that he will accept any help that is available. The more help that is available the better it will be. Councilman Scanlan said he would let the Antique Car Club know.

Mayor Moore suggested to ask non-profit organizations to organize the yard sale.

**EXMORE FINANCIAL REPORTS:**

Mr. Miles noted that the financial report was discussed with the budget. There was no further discussion.

**OLD BUSINESS:**

**BROADBAND WIRELESS TEST ANTENNA IS FINALLY IN PLACE AND OPERATIONAL. TESTS SHOW PROMISE BUT WILL CONTINUE!:**

Mr. Miles informed the Mayor and Council that people are still calling and wanting to be hooked up. He said that he is talking to ANEC about using their tower for better coverage.

**PHASE III DOWNTOWN PARKING LOT PROJECT PROGRESS:**

Mr. Miles stated that the engineers have got the final drawings ready and he has contacted the property owners for the signatures on the easements and once they are signed the engineers can start the permit process with VDOT.

**WESTFIELD AVENUE DUPLEX RENOVATION IS IN PROGRESS:**

Mr. Miles said that the Westfield Avenue duplex renovation is in progress. He noted that the porch is looking good and that other renovations are suppose to take place as well. Mayor Moore asked Mr. Miles to contact the owner to see what his intentions are.

**EXMORE FIRING RANGE LAND OWNERSHIP ISSUES INTENDED TO BE TAKEN TO THE ZONING BOARD IN JUNE BARRING FURTHER DIFFICULTIES:**

Mr. Miles stated that he was informed that the land west of the firing range has been cleared. He said that the ownership issues will be taken to the Planning Commission in June.

**POSITIONS FOR THE PLANNING COMMISSION, ZONING APPEALS BOARD AND FAÇADE COMMITTEE ARE BEING ADVERTISED:**

Mr. Miles noted that the positions for the Planning Commission, Zoning Appeals Board and the Façade Committee have been advertised.

**POLICE DEPARTMENT REPORT:**

Chief DiMartino reported that the officers are doing a great job. He said that their arrest numbers are up. They have done a few checking details for town stickers and have been successful. They have ordered “No Loitering” signs for the Plaza and that Jim has been looking at installing another light at the Park. Chief DiMartino noted that they have been working with Public Works to help slow traffic while they are on the highway mowing the medians The Mayor and Council commended Chief DiMartino for doing a good job with the department.

DISCUSSION-COUNCIL/CITIZEN INPUT:

Councilman Ward noted that grass at 3088 Monroe Street is tall something needs to be to be done. The back yard at the modern looking white house on Lincoln Avenue is looking bad and needs to be cut. He noted that the lot at New Road stop light is looking bad and asked Ruth Wise what her plans are. Ms. Wise stated that she still plans to move the house and is waiting on the mover to move it and they will cut the grass.

Vice-Mayor Greer stated that the lot next to his house is overgrown. Mr. Miles said that he wrote the owners a letter today giving them two weeks to cut it.

Councilman Scanlan noted there is a house on Lee Street that is in need of repair work and the yard needs to be cut as well.

Councilman Scanlan asked if "Town of Exmore" is going back on the water tower. Mr. Miles said that the painter got sick but will paint the name on the tower.

Councilman Scanlan said that it has been over a year since they passed the Golf Cart Ordinance and they still do not have the signs up. Mr. Miles stated that he has called VDOT twice and will call them again.

Councilman Scanlan noted that the grass on Temple Drive where they tore down the house needs to be cut.

Mayor Moore recommended that Mr. Bailey inform Mr. Miles when a lot in town needs to be cut before it becomes an eyesore.

Councilman Scanlan noted that the roof on the white house on Mapp Avenue is starting to cave in.

Councilman Ward stated the lot where the laundry mat was looks good.

Mayor Moore said that Leatherbury-Broache needs to move faster that what he is doing. Mr. Miles said that the new server and software will be installed next week and that Tracy will be here to work with us and train us work with Quickbooks. Mayor Moore said to talk to Leatherbury about the segregation of duties, we need to find the Minutes or reprint them, and do something about policies and procedures.

Vice-Mayor Greer said that more than one person needs to be trained to work on with Quickbooks.

SUGGESTED DATE FOR REGULAR COUNCIL MEETING (JUNE 4, 2012):

MOTION TO ADJOURN:

Councilman Massey made the Motion to adjourn the meeting. The Motion was seconded by Councilman Metz. The meeting was adjourned.

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William M. Moore, Jr. Mayor

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Ethel Parks, Town Clerk

