

TOWN COUNCIL
MEETING
JULY 7, 2014
7:00 PM

At a regular meeting of the Town Council of the Town of Exmore, Virginia, held in the Meeting Room of the J. Guy Lawson Municipal Building, 3305 Main Street, Exmore Virginia, on the 7th day of July, 2014, at 7:00 p.m.

Present:

Mayor Douglas Greer-Present
Vice-Mayor Thomas Lewis-Present
Councilman G. W, Adkins-Present
Councilman Charles Massey-Absent
Councilman Bradley Doughty-Present
Councilman Bryon Heaster-Present
Councilman John Metz-Present

STAFF PRESENT: Robert Duer, Ethel Parks, Chief DiMartino, Taylor Dukes., Mike Johnson.

CALL TO ORDER:

The meeting was called to order at 7:00 pm by Mayor Greer. Mayor Greer established a quorum.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited by all present.

INVOCATION:

The Invocation was given by Mayor Greer.

SWEARING IN OF MAYOR AND COUNCILMEN – CLERK OF COURT, TRACI JOHNSON:

Joanne Clark read the Certificate of Election to Douglas W. Greer as being duly elected as Mayor of the Town of Exmore, G. W. Adkins, T. Bradley Doughty and Bryon P. Heaster as Councilmen of the Town of Exmore with their terms to commence on July 1, 2014 and run until June 30, 2018.

Traci Johnson read the Oath of Qualification to Douglas W. Greer, as Mayor of the Town of Exmore and to G. W. Adkins, T. Bradley Doughty and Bryon P. Heaster as Council Members of the Town of Exmore.

APPROVAL OF MINUTES:

MINUTES OF THE REGULAR MEETING OF JUNE 2, 2014:

Councilman Adkins pointed out an error on page 5 of the draft Minutes. Councilman Metz made the Motion to approve the Minutes of the regular meeting of June 2, 2014 with the correction and was seconded by Vice-Mayor Lewis. The Motion was passed unanimously.

CITIZEN COMMENT (LIMIT OF 3 MINUTES PER SPEAKER):

Ken Dufty congratulated the Mayor and Councilmen on the election. He noted that former Councilman Ward will be missed. He said that the Spring Fling Yard Sale was a success with 56 vendors and approximately 450 people attending. He thanked the Police Department, Public Works and Mr. Duer for their assistance and is looking forward to the fall Town-Wide yard sale.

Mr. Dufty thanked the Mayor and Council for preparing and signing the Resolution to protect the Town Edge stating that Exmore was the only Town in the County to do so.

Mr. Dufty noted that there are new people discovering Exmore and emphasized the need for a PR or Outreach person. Mayor Greer agreed that we could use someone maybe part-time.

BZA APPOINTMENT – CLERK OF COURT, TRACI JOHNSON:

Traci Johnson read the Oath of Qualification to Luke Carpenter whose term will run from May 20, 2014 to September 1, 2016, John Weirich whose term will run from May 20, 2014 to September 1,

2017 and Brenda Bailey whose term will run from May 20, 2014 to September 1, 2018 to serve as members of the Board of Zoning Appeals for the Town of Exmore

CITIZEN COMMENT (CONT'D)

Bobby Bailey commented on the tall grass on Temple Drive. Mr. Dukes told him that we have recently acquired a new tractor and assured him that he would make sure it was taken care of.

TOWN MANAGER REPORT – ROBERT G. DUER:

Mr. Duer informed the Mayor and Council that the tractor and implements that were purchased with the USDA grant/loan have arrived. He said that the mini excavator is being used almost every day. To review some of the items that the Council has approved purchase for is three new police cars that were purchased with a USDA grant/loan, updated Southern Software for Utility Billing, Tax Billing Software will be installed next month, new trash cans, new trash truck (\$68,000), new generator with a pole light for employee safety, installed a new fence at the Sewer Plant for security and safety, new doors at the Hut, an office with lunchroom and bathroom along with electrical service at the Hut, the bathroom for the Park has been ordered, Soil Compactor and new Playground equipment. Mr. Duer noted that our money is being spent on our citizens and employees.

Mayor Greer commended the employees who have stuck together and worked well with each other through all the rough times.

Mr. Duer mentioned that we will be updating the website weekly to inform the public of what is happening in Exmore. Mr. Duer stated that the roof repairs are under way and that the bank needs the Minutes that were approved tonight for the final documents to be signed for the loan. The 2012 audit is complete and in hand.

Mr. Duer noted that there are 10-14 businesses in Town that have not sent in their Business License renewal and several of them are significant. They have been sent a past due notice and the next step is to get our attorney involved. He said that we may need to write a new ordinance to deal with the penalties. There is a new business in Town which is a children's boutique.

Mr. Duer stated that the employee evaluations are complete and everyone did a good job on them. This year's goals are safety, managing costs and improving customer service.

Mr. Duer announced that on July 23 at 7:00, he and Councilman Adkins will be participating in a Livability Forum with Patty Kiger. The forum is to discuss a livable community where adequate housing, jobs, education, food, clean air, water, transportation, health care, safety and good neighbors exist. He said that maybe we could have a walk path and fix some sidewalks. He invited the Mayor and Councilmen to attend as well.

Mr. Duer updated the Mayor and Council on a meeting he and Mr. Dukes had with the Health Department concerning the sewer hook-ups. He said that hiring a full time wastewater operator has helped. They have lifted the restriction on residential hook-ups but not business hook-ups as yet.

Councilman Adkins mentioned that Ms. Kiger is from the Medical College of Virginia and has funds to invest in Exmore. He invited residents to attend the forum and share their input and ideas to help the Town.

Mr. Duer reported that Virginia Rural Water was here testing for leaks and found no significant water leaks in Town.

FINANCIAL REPORT – ROBERT G. DUER:

Mr. Duer reported a good year ending June 30, 2014 with a net income of \$424,412. He noted that this was possible due to improved Utility Billing and sales, Police Safety Enforcement and by managing expenses. Kathy has been working diligently toward collecting delinquent Real Estate taxes and has collected \$11,204. Business License tax is \$72,532 over budget, Decals are down by \$10,000 AND THE Police Department will be distributing letters this week to citizens who have not purchased decals yet. Police Fines are \$40,917 above budget, Water income is \$37,000 above budget and Wastewater income is \$11,000 above budget, both due to better billing. The Public Works Building Maintenance has \$25,301 left that was not spent and we would like to bring those funds over to this year's budget so we can finish the Quonset Hut. Mr. Duer noted that expenses in the Police Department are in line or within tolerance. In Administration, Dues and Subscriptions are over spent because nothing was budgeted. Wastewater Salaries are above budget because we hired a

full time operator to replace one that was only part time. Water supplies are well above budget due to the many water main breaks. Over all we came in approximately \$60,000 under budget in expenses. Mr. Duer reported that our current assets as of June 30, 2014 are \$3,392,316 with total liabilities of \$954,637. He asked the Council to consider moving the \$25,000 in the Public Works Building Maintenance over to this year's budget so we can finish the Quonset Hut. Councilman Heaster made the Motion to move \$25,301.85 over to this year's budget to finish the Quonset Hut project. The Motion was seconded by Vice-Mayor Lewis and passed unanimously. Mr. Duer asked if he had the okay to spend \$15,000 to paint the Hut. It was the general consensus of the Council to spend the \$15,000 to paint the Hut.

OLD BUSINESS:

UPDATE ON TOWN HALL ROOF:

Previously reported.

UPDATE ON SEWER – DRAPER ADEN:

Mr. Dukes reported that the funds request for the engineering study has been approved by the state and has now gone to D.C. for approval.

UPDATE ON WELL PROJECT – DRAPER ADEN:

Mr. Dukes stated that he and George Duer have started clearing the property for the new wells. Construction should start around the first part of September or October. Bids are due in August.

NEW BUSINESS:

INQUIRY INTO THE SALE OF TOWN PROPERTY:

Mr. Duer informed the Mayor and Council that he has been approached by persons interested in purchasing lots belonging to the Town. There are two lots on the corner of Lee Street and Washington Street. These lots have Town sewer and are assessed at \$12,000 each, totaling \$24,000. There are two other lots on Houston Street, which do not have Town sewer and will not perk, one of which is assessed at \$10,000 and the other at \$12,000, totaling \$22,000. After brief discussion, the Council agreed to hold a Public Hearing before the August Council meeting to hear public input on the sale of the lots.

AMENDMENT OF 2015 BUDGET:

Previously voted.

WATER METER PROJECT:

Mr. Duer explained that the five year plan that we had originally planned to phase in will not interface with our billing software. Mr. Dukes stated that the Sensus Radio Read System will interface with our billing software. He said that it is a little more costly upfront but will bring in more revenue in the long run by replacing old meters of which many are leaky and faulty. Mr. Dukes stated that new meters will increase our water sales by \$25,000 per year. The project would cost approximately \$300,000 to replace all the meters in Town. Mr. Duer noted that on a 7 year payment plan with 2.39% interest we would be paying approximately \$47,000 per year which is workable with our budget.

DOGS IN PARK:

Mr. Duer commented that he has had citizens come to him with concerns about the number of dogs that are being brought to the Park. He said that nobody has been bitten yet but it is a concern and dog owners are allowing their dogs to relieve themselves where small children are playing. The Mayor and Council discussed putting signs in the Park asking dog owners to walk them in the grassy area away from where the children play. After brief discussion they decided to talk more about it at the August meeting.

POLICE REPORT – CHIEF DIMARTINO:

Chief DiMartino informed the Mayor and Council that Greg Rippon has been hired as our sixth officer. Officer Rippon comes here from Cape Charles and has 13 years of police experience. He is a Certified General Instructor and a Certified Firearms Instructor. Marc is on week 11 in the

academy with only 6 more weeks to go. During the days that he is not in school, he is here helping. Chief DiMartino pointed out a letter that he received from a motorist commending Officer Marshall for stopping to assist her while she had car problems resolved.

Chief DiMartino stated that they have collected approximately 95% of their fines. He said that Mr. Duer has initiated a Safety Enforcement 48 Hour Program which gives each officer an extra 8 hours to promote highway safety. He noted that they issued 539 summonses last month. Officer visibility is up and calls for service is down. They will be riding the streets looking at cars for expired stickers. The 2005 gray Impala was set out for sealed bid and sold to the highest bidder for \$1,750. Chief DiMartino stated that morale in the department is higher than it has ever been and he gives Mr. Duer the credit for being such a fantastic Town Manager. Mr. Duer told the Mayor and Council that we had decided not to sell the Tahoe.

UTILITY REPORT – MR. DUKES:

Mr. Dukes reported that they installed three new water taps. He said that H. D. Supply Co. came and demonstrated a hot tap that will enable us to install new taps without turning water off throughout the entire Town.

PUBLIC WORKS REPORT – MR. JOHNSON:

Mr. Johnson reported that they marked water and sewer lines for seven Miss Utility tickets, answered four sewer alarm calls, turned five water meters off for non-payment then back on again, performed two pressure tests, cleaned out meter boxes and changed out two meter boxes, raised three of them and fixed two water leaks. Mr. Johnson noted that they picked up brush and limbs throughout Town and also furniture and appliances. He said that on furniture and appliance pick-up day residents are setting out other items and they do not pick those items up. Mr. Johnson mentioned also that they are averaging approximately 18,000 to 20,000 lbs of trash every Tuesday.

The Council briefly discussed flushing hydrants and recycling.

CITIZEN COMMENTS (LIMIT OF 3 MINUTES PER SPEAKER):

No speakers.

SCHEDULED MEETINGS:

NEIGHBORHOOD WATCH MEETING – THURSDAY, JULY 10, 2014 @ 6:30pm

LIVABILITY FORUM – WEDNESDAY, JULY 23, 2014 @ 7:pm

PUBLIC HEARING – MONDAY, AUGUST 4, 2014 @ 6:30pm

REGULAR TOWN COUNCIL MEETING – MONDAY AUGUST 4, 2014 @ 7:00pm

ADJOURNMENT:

Vice-Mayor Lewis made the Motion to adjourn. The Motion was seconded by Councilman Metz. The Motion was passed unanimously and the meeting was adjourned.

Douglas Greer, Mayor

Ethel Parks, Town Clerk