

TOWN COUNCIL
MEETING
FEBRUARY 1, 2016
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 1st day of February, 2016, at 7:00 p.m.

Present:

Mayor Douglas Greer-Present
Vice-Mayor Thomas Lewis-Present
Councilman G. W. Adkins-Present
Councilman Bradley Doughty-Present
Councilman Bryon Heaster-Present
Councilman John Metz-Present
Councilman Chase Sturgis-Present

STAFF PRESENT: Robert Duer, Ethel Parks, Chief DiMartino, Taylor Dukes, Mike Johnson, Sgt. Zieger, Officer Brady.

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 the majority in attendance.

INVOCATION:

The Invocation was given by Mayor Greer.

Mayor Greer introduced Dr. John Bulette, who is the President of the Exmore Rotary. Dr. Bulette expressed his appreciation to the Mayor and Council for their support of the Rotary Club Oyster Roast. Mayor Greer also introduced Spencer Murray from the Northampton County Board of Supervisors and Kris Tucker who is the Director of Development for Northampton County.

APPROVAL OF MINUTES –REGULAR COUNCIL MEETING JANUARY 4, 2016:

Councilman Heaster made the Motion to approve the Minutes of the regular Council meeting of January 4, 2016 as presented. The Motion was seconded by Councilman Metz and was passed unanimously.

CITIZEN COMMENT (LIMIT OF 3 MINUTES PER SPEAKER):

There was no one signed up to speak.

TOWN MANAGER’S REPORT – MR. DUER:

Mr. Duer stated that both new cars are in. The white Impala will be sold within the next month. He said that there are only four Impala’s left on the lot and this is the last year they are making them. He asked the Council to consider if they want to order one now or take the chance that they still have one available in July.

Mr. Duer noted that we will be freshening up the building with paint within the next week. Dollar General has submitted plans and there has been no news from Tractor Supply. Mr. Duer stated that the new Board of Supervisors has passed an Ordinance to reinstate the 2009 Zoning Ordinance. He noted that it gives Exmore our Town Edge back.

FINANCIAL REPORT:

Mr. Duer pointed out that the E-ticket funds were not received from the County in January. Net income for the month was \$61,307 and net income for the year is \$156,806.

OLD BUSINESS:

2 YEAR BPOL REDUCTION PROGRAM FOR NEW BUSINESSES:

Mr. Duer explained that the state will allow us to charge a new business the minimum of \$30.00 for two years. We currently charge the minimum for the first year. He said this would be an incentive to bring new businesses to Exmore. Councilman Adkins made the Motion to advertise the Public Hearing for the reduction in BPOL for the first and second year for new businesses. The Motion was seconded by Councilman Heaster and was passed unanimously.

UPDATE ON SEWER PROJECT – MR. DUKES:

Mr. Dukes reported that he and Mr. Duer met with the new engineers and Sheryl Stephens from Draper Aden in January. They were informed that the upgrades to the wastewater plant have to be completed before any connections or extensions can be made. He noted that rates will have to increase. Mr. Dukes said that they will break the collection system down into thirds to show the cost. They are hoping to have a new P.E.R. ready for the Council to review at the March meeting and for the Virginia Department of Health.

UPDATE ON WELL PROJECT – MR. DUKES:

Mr. Dukes noted that the plans for the treatment building will be going out for bid this spring. Mayor Greer thanked the staff and Council for making the new wastewater and water projects a reality.

NEW BUSINESS:

ADOPTION OF 2016 EMPLOYEE MANUAL:

Mr. Duer noted that we added Bereavement Leave, allow first year employees to have their Personal Leave and added an Addendum regarding the use and care of Town Property and Vehicles. Councilman Sturgis made the Motion to approve the 2016 Employee Manual as written. The Motion was seconded by Councilman Heaster and was passed unanimously.

DISCUSSION OF JULY '16 – JUNE '17 BUDGET:

Mr. Duer noted that due to the County's pending reassessment the Real Estate tax has been reduced to \$101,000. BPOL has been reduced due to the loss of businesses in Town. The total draft budget for the upcoming year of 2016 – 2017 is \$1,940,736.

Mr. Duer noted that a stage in the Park would cost approximately \$10,000. Councilman Adkins added that we need to discuss the Farmer's Market as well.

DIGITALIZATION OF TOWN RECORDS – SHORE SCAN:

Mr. Duer noted that Shore Scan can digitalize our records for approximately \$6,000 the first year and \$1,200 each year thereafter. This would clear up scores of paper files from the file room and having our Ordinances on electronic files as well.

Mayor Greer mentioned the tractor trailers using the Town Park parking lot as a turn around and they are tearing it up. Mr. Dukes said that we had it surveyed and can install a fence to stop the tractor trailers.

ZONING – MR. DUKES:

DISCUSSION OF ORDINANCE NO. 168:

Mr. Dukes explained that this ordinance allows the Town to enter a resident's property and clean up anything we deem a public nuisance. He noted that he would like to amend the ordinance to remove sections of it including numbers 4, 7 and 12. After some discussion it was decided to remove numbers 4, 12, 13 and modify number 7. Vice-Mayor Lewis made the Motion to make the necessary changes to Ordinance No. 168 and have it ready for the March meeting. The Motion was seconded by Councilman Metz and was passed unanimously.

Mr. Dukes noted that the site plans for Dollar General have been received and signed for approval. He said that Zoning Ordinance will be complete by the end of February.

POLICE REPORT – CHIEF DIMARTINO:

Chief DiMartino noted that the Officers are doing well. Both new cars are in service and the 2005 Impala will soon be ready to put out for bids. He reported that all of the active warrants have been served and the subjects have been arrested. He is waiting for information to come back from the lab on the murder investigations. Chief DiMartino noted that grant funds are coming in. He purchased two vests and has applied for two more. He stated that the fine checks are still coming in one month behind. We are receiving our e-ticket funds and Mrs. Bradford is still not sure how to distribute the Commonwealth's share. He mentioned that the Impala's are a less costly vehicle and would like to purchase one of the four 2016 models before they are gone.

PUBLIC WORKS REPORT – MR. JOHNSON:

Mr. Johnson reported that they had 53 service calls for January that include 16 turn-offs, 1 water leak, 1 sewer leak, 7 sewer calls, 5 re-reads, 6 Miss Utility calls, 3 emergency turn-offs, 11 turn-ons and 4 pressure tests. Hydrants were flushed at the end of the lines on January 20th, brush and limbs were picked up on the 21st and furniture and appliances were picked up on the 14th. Trash increased to 19,000 to 21,000 pounds in January. They read 715 water meters and installed 31 new meters bringing the total of new meters installed to 318.

UTILITY REPORT – MR. DUKES:

Mr. Dukes noted that we pumped 3.4 million gallons of water last month. He said that we had a leak on Main Street and lost approximately 200,000 gallons and some residents had busted pipes which caused leaks as well. He noted that we had a sewer main leak and we called Bundick Well & Pump to help repair.

Councilman Adkins addressed Chief DiMartino about the two accidents last month; one at the McDonald's light and the other at the PNC light. Chief DiMartino stated that he has contacted VDOT regarding having a strobe light installed in the red lights.

Councilman Sturgis commented on the holes in the Town Parking Lot. Mr. Dukes said that he has asked for an estimate. Mr. Duer noted that it will require an annual maintenance due to the amount of traffic.

Mr. Dukes informed the Council that the large window in the Police Department is leaking. He has contacted four contractors for estimates.

CITIZEN COMMENT (LIMIT OF 3 MINUTES PER SPEAKER):

There was no one who wished to speak.

SCHEDULED MEETINGS & CLOSINGS:

TOWN OFFICE CLOSED – MONDAY, FEBRUARY 15, 2016 (PRESIDENT'S DAY)

PUBLIC HEARING – MONDAY, MARCH 7, 2016 @ 6:45pm

TOWN COUNCIL MEETING – MONDAY, MARCH 7, 2016 @ 7:00pm

ADJOURNMENT:

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

Douglas Greer, Mayor

Ethel Parks, Town Clerk