

TOWN COUNCIL  
MEETING  
DECEMBER 5, 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 5<sup>th</sup> day of December, 2016, at 7:00 pm

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, Sgt. Zieger, 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 the majority in attendance.

INVOCATION:

The Invocation was given by Councilman Adkins.

Mr. Duer asked for the agenda to be amended to allow Mrs. Fisher from the Exmore Rotary Club to make a presentation. The Motion to amend the agenda was made by Councilman Heaster, seconded by Councilman Metz and was passed unanimously.

Mrs. Fisher presented Mayor Greer with a check for the purchase of two benches at the Town Park.

APPROVAL OF MINUTES:

REGULAR COUNCIL MEETING – NOVEMBER 7, 2016:

Councilman Sturgis made the Motion to approve the amended Minutes of the regular Council meeting of November 7, 2016. The Motion was seconded by Councilman Metz and was passed unanimously.

SPECIAL COUNCIL MEETING – NOVEMBER 14, 2016:

Councilman Heaster made the Motion to approve the Minutes of the Special Council meeting of November 14, 2016. The Motion was seconded by Vice-Mayor Lewis and was passed unanimously.

CITIZEN COMMENT (LIMIT OF 3 MINUTES PER SPEAKER):

There was no one signed up to speak.

TOWN MANAGER'S REPORT – ROBERT G. DUER:

Mr. Duer spoke of a letter that he received from Ms. Kirkwood in regards to parking in front of her building. He noted that he will respond to the letter.

The Towns' finances are looking extremely well and Mr. Duer attributes that largely to having no employee turnover in 14 months. There is \$100,000 budgeted for tax revenue and as of today \$96,000 has been collected.

Mr. Duer summarized an email from Ken Dufty stating that he thanks the Public Works department for the beautiful Christmas decorations, the Police department for watching over the businesses in town and he is looking forward to outdoor events being held in the Park.

The Electoral Board sent a letter thanking the Town for setting the lights outside of the Firehouse on Election Day.

The building at the Park is now complete and the benches have been installed with plaques. Mr. Dukes continues to work with Broadband to have wi-fi installed at the Park.

Mayor Greer and Vice-Mayor Lewis agreed on December 16, 2016 between 7:00 and 8:00 pm to judge Holiday Home Decorations.

The Town employee Christmas luncheon is scheduled for Wednesday, December 21, 2016 at 12:00 pm. Mr. Duer informed the Mayor and Council that judges are needed for the Christmas Parade.

We will close on the USDA sewer loan for the P.E.R report on December 10, 2016.

Mr. Duer stated that we have moved another \$200,000 to the Money Market account which now has a balance of over \$900,000.

Jane Cabarrass has requested to hold the Juneteenth Celebration in the Town Park on June 15 & 16. The celebration is an educational event that focuses on African-American history. The Mayor and Council are in agreement and support the Juneteenth Celebration.

Mr. Duer asked the Mayor and Council to start thinking about the upcoming budget. He noted that a few purchases for next year include a new P.A. system for the Park and the meeting room, one new truck, one new police car and new chairs for the Council. He said that he will be starting the budget process in January.

#### FINANCIAL REPORT – ROBERT G. DUER: MONTHLY SUMMARY:

Mr. Duer reported that as of November 30, our bank balance was at \$1.9 million. Total income for November was \$236,922 with total expenses at \$133,189 for a net income of \$103,734 for the month of November. Our year-to-date income was at \$1,002,734 and expenses were \$798,458 for a net income for the year-to-date of \$204,329. He mentioned that we are paying between \$1,000 and \$1,500 per month in interest on the USDA loans and we may want to consider paying off one or more of them. The Police cars will be paid off in June and there is \$17,000 left on the replacement car. Councilman Metz asked about the reimbursement on the well project. Mr. Dukes noted that we will be reimbursed when the next phase of the project goes out for bid.

#### OLD BUSINESS:

##### UPDATE ON SEWER PROJECT – MR. DUKES:

Draper Aden continues to move forward with the project. Mr. Duer noted that he has received a proposal from Draper Aden in the amount of \$21,000 to set the sewer rates. He feels that he and Mr. Dukes are capable of setting the rates. The Council agreed

##### UPDATE ON WELL PROJECT – MR. DUKES:

Mr. Dukes noted that the plans have been sent to the health department for approval.

##### ABANDONED CAR ORDINANCE – MR. DUKES:

Chief DiMartino noted that they are drafting a letter to hand out to those out of compliance.

#### WATER/SEWER RESPONSIBILITY:

No report

#### NEW BUSINESS:

Mayor Greer stated that he has been talking to Mr. Duer and Chief DiMartino about replacing the oldest used police car in the new budget. Mr. Duer suggested that they order it in January to be ready for used by April. Councilman Sturgis noted that they should wait until the new budget is approved. The Councilmen were in agreement to wait until the new budget is approved.

#### ZONING – MR. DUKES:

Mr. Dukes asked the Mayor and Council to review the proposed Zoning Ordinance. He said they will have a public hearing on January 9, 2017 to vote on it.

Mr. Dukes informed the Mayor and Council that Broadwater Academy has 17 acres that is currently outside of the Town limits and the Town owns one parcel outside the Town limits where the new

wastewater plant will be built. He asked them for authorization to begin the process for a boundary adjustment. They were all in agreement for Mr. Dukes to move forward with it.

**POLICE REPORT – CHIEF DIMARTINO:**

Chief DiMartino noted that all the officers are doing well and performance is above expectations. He said that they are ready for the Christmas Parade. The grants, fines and e-summons fines are on schedule. They will install the e-summons computers once the Sheriff decides which software company to use.

**PUBLIC WORKS REPORT – MR. JOHNSON:**

Mr. Johnson reported 40 service calls which include 14 turn-offs, 14 turn-ons, 2 leaks, 5 re-reads, 4 pressure tests, 1 Miss utility and 2 emergency calls. The hydrants were flushed on November 2, 2016 and limbs and brush were picked up on November 23, 2016. Trash is up a bit, to 21,000 pounds each week. They read 713 water meters and have installed a total of 485 new water meters. Mr. Duer noted that the turn-offs are basically the same ones every month.

**UTILITY REPORT – MR. DUKES:**

OCTOBER: Mr. Dukes reported that 3.3 million gallons of water was pumped in October and 3.2 million gallons in November. He stated that the parts for the hydrant on the corner of Jackson Street and Westfield Avenue have been ordered. We have the hydrant for Occohannock Road and are looking for a contractor to install it.

**CITIZEN COMMENT (LIMIT OF 3 MINUTES PER SPEAKER):**

Clarice MacGarvey reported that GEBA is reforming into a stronger organization. They have planned events for the future.

**SCHEDULED MEETINGS AND CLOSINGS:**

TOWN OFFICE CLOSED – THURSDAY, FRIDAY & MONDAY, DECEMBER 22, 23 & 26 -  
CHRISTMAS  
FRIDAY, DECEMBER 30 – NEW YEAR’S DAY

JOINT PUBLIC HEARING – MONDAY, JANUARY 9, 2017 @ 6:30 pm

TOWN COUNCIL MEETING – MONDAY, JANUARY 9, 2017 @ 7:00 pm

**ADJOURNMENT:**

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

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Douglas Greer, Mayor

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Ethel Parks, Town Clerk