

JOINT
TOWN COUNCIL/PLANNING COMMISSION
MEETING
NOVEMBER 4, 2024
7:00 PM

At a Joint meeting of the Town Council and the Planning Commission 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 4th day of November 2024 at 7:00 pm.

TOWN COUNCIL ATTENDANCE:

Mayor Douglas Greer-Present
Vice-Mayor Thomas Lewis-Present
Councilman G. W. Adkins-Present
Councilman Bryon Heaster-Present
Councilman John Metz-Present
Councilman Chase Sturgis-Present
7th Member Seat – Vacant

PLANNING COMMISSION ATTENDANCE:

Claudia Andrews
Damien Geist
Dixie Greer

STAFF ATTENDANCE:

Robert Duer, Taylor Dukes, Pam Ward, Ethel Parks

CALL TO ORDER:

Mayor Greer established a quorum and called the Town Council meeting to order at 7:00 pm.

PLEDGE:

The Pledge of Allegiance was recited by the majority in attendance.

INVOCATION:

The invocation was given by Councilman Greer.

OPEN PLANNING COMMISSION PUBLIC HEARING:

Councilman Sturgis motioned opening the meeting for Planning Commission. Taylor Dukes explained that the public hearing to discuss an ordinance to amend the Exmore zoning to allow a PUD ordinance. This does not allow any development to come to town or start without being approved. Mr. Dukes explained that multiple surveys and studies would be required for a PUD to be approved.

CITIZEN COMMENT (LIMIT OF 3 MINUTES PER SPEAKER):

Bob Meyers of Prettyman Circle asked that part of a letter from Carl Nordstrom of Thompson Lane be read in opposition to the PUD. This was read by Councilman Sturgis. Mr. Meyers opposed the PUD because of the economic impact on the town.

Tim Costello of Lincoln Avenue opposes the PUD because he is concerned with the economic impact on the town including increased taxes and utility bills.

Ken Dufty of Wardtown Road spoke in opposition of the PUD.

Debbie Campbell of Kellam Drive spoke about the uniqueness of Exmore and opposed the PUD because of the burden it puts on the town and its residents.

Planning Commission Chairman Geist made a motion to close the Public Hearing. The motion was seconded by member Claudia Andrews and was passed unanimously.

Councilman Sturgis made a motion to close the Public Hearing. The motion was seconded by Councilman Metz and was passed unanimously.

APPROVAL OF MINUTES:

TOWN COUNCIL MEETING – October 7, 2024:

Councilman Adkins made the Motion to approve the Minutes of the October 7, 2024, regular Town Council meeting as presented. The Motion was seconded by Councilman Sturgis and was passed unanimously.

CITIZEN COMMENT (LIMIT OF 3 MINUTES PER SPEAKER):

None.

TOWN MANAGER'S REPORT – MR. DUER:

Mr. Duer noted there are three letters two are not in the packet and one is included in the packet and asked that they please enter them in the record and read them. Mr. Duer stated that there are three anniversaries this month: Joe Sommers, 14 years, Robert Duer and Lynn Sherwood, 11 years each. We have two new employees: Tycole Mason started with Public Works on October 30th and Susan Springer started as Utilities Clerk today (November 4th). Mr. Duer said that Northampton County couldn't get the tax information to us in time so we will need to extend the due date. Mr. Duer thanked the council for the trust placed in him and hopes he will leave the town in a better place by stabilizing the finances, adding safety for the workers, and improved customer service. Mr. Duer reminded the council that they need to get a salary for Mr. Dukes.

FINANCIAL REPORT – MR. DUER:

OCTOBER FINANCIALS:

Income for the month of October was \$307,029.99 and expenses show a credit of \$527,738.63. The net loss for October was \$220,708.64.

YTD FINANCIALS:

Year-to-date income is \$1,069,881.05 and expenses are \$16,302.99, which gives us a net income of \$1,053,578.06.

NEW BUSINESS:

PUD-MR. DUKES:

Mr. Dukes stated that the PUD can be voted on tonight, denied or tabled to another time and reminded the Council that to bring it back there would need to be a motion, seconded and voted on to get it back on the agenda. Mr. Duer suggested tabling this until someone comes along then bring it back on the agenda and vote. Town Council agreed.

KEVCOR MAY BILL FOR SEWER PROJECT – MR. DUKES:

Mr. Dukes noted that the invoice for Pay App 15 from KEVCOR is \$569,177.47. Mr. Dukes, Councilman Heaster and Councilman Sturgis met with Kevcor to go over numbers. Councilman Sturgis said the numbers are much clearer now. Councilman Sturgis made the Motion to accept and process Pay App #15 with the engineer's approval. The Motion was seconded by Councilman Adkins and was passed unanimously.

BUDGET AMENDMENTS: EXPENDITURES AND APPROPRIATIONS – MR. DUER:

Mr. Duer noted that expenses include John Maynard, salaries for sewer and James Cornwell. Councilman Sturgis made the Motion to accept the budget amendment expenditures for John Maynard, sewer, salaries, and James Cornwell. The Motion was seconded by Councilman Adkins and was passed unanimously.

Income includes 2 payments from DEQ, 1 from USDA and 1 from DHCD. Councilman Heaster made the Motion to approve the income from DEQ, USDA and DHCD. The Motion was seconded by Councilman Sturgis and was passed unanimously. Mr. Duer is requesting that the expenses include John Maynard, salaries for sewer and James Cornwell be paid by ARPA Funds. Councilman Heaster made the Motion to pay John Maynard, salaries for the sewer project and James Cornwell with ARPA funds. The Motion was seconded by Councilman Lewis and was passed unanimously. It was noted by Mr. Duer that there ARPA funds of \$997,491 remaining and we won't need all the funds for the sewer project. Mr. Dukes replied that the funds need to be allocated by December 31, 2025.

TRASH TRUCK – MR. DUKES

Mr. Dukes mentioned the need for a new trash truck stating he has a quote for a 2025 Kenworth in the amount of \$232,900 and it can be delivered in 2 weeks. Councilman Metz inquired about the old truck. Mr. Dukes stated that it would need to be scrapped, or he has had interest in the old trash truck by another municipality and that we would put it out to bid. Mr. Dukes went on to request \$240,000 to allow for 2 tippers to be added to the truck. Councilman Sturgis made a motion to purchase the 2025 Kenworth trash truck not to exceed \$250,000 using ARPA funds. The Motion was seconded by Councilman Metz and was passed unanimously.

OLD BUSINESS:

REAL ESTATE AND PROPERTY TAX DUE DATE:

Councilman Sturgis made the Motion to extend or modify the due date of the taxes to January 7, 2025. The motion was seconded by Councilman Lewis and was passed unanimously.

ACCOUNTING SOFTWARE UPGRADE – MRS. WARD:

Mrs. Ward informed the council that new checks have been ordered because the format of our old checks won't work with the new system. Once the checks have been received, we will have our in-house training and be able to go live.

PROBLEMATIC SEWER CONNECTS – MR. DUKES:

No report

BELLE HAVEN SEWER EXPANSION, EASEMENTS, ETC – MR. DUKES:

Mr. Dukes stated we are waiting until the original project is complete before we do anything extra.

SEWER ORDINANCE:

No report.

POLICE REPORT:

Mr. Duer stated it is enclosed for council because the Police Officers have night training.

PUBLIC WORKS REPORT – MR. DUKES:

Mr. Dukes reported that Ms. Mason is working well with the team. She has been trained in the Street Sweeper.

WATER AND SEWER REPORT – MR. DUKES:

Mr. Dukes project is moving along well. The electrician has 30 houses left to wire and there are less than 100 connections left. There are now 574 working accounts.

ZONING REPORT – MR. DUKES:

No report.

CITIZEN COMMENT (LIMIT OF 3 MINUTES PER SPEAKER):

Ronnie Lescallete of Willis Wharf Road asked who pays for damage of property. Mr. Dukes responded that the contractor is responsible for any damages. Mr. Lesscallette stated he turned in paperwork for damage costs and still hasn't heard a response. Mr. Duer stated he would make sure this is taken care of.


SCHEDULED MEETINGS & CLOSINGS:

**OFFICE CLOSED -MONDAY, NOVEMBER 11, 2024 -VETERAN'S DAY
THURSDAY & FRIDAY, NOVEMBER 28 & 29, 2024
THANKSGIVING HOLIDAY**

TOWN COUNCIL MEETING – MONDAY, DECEMBER 2, 2024 @ 7:00 pm

ADJOURNMENT:

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



Douglas Greer, Mayor



Pam Ward, Assistant Town Clerk