

TOWN COUNCIL  
MEETING  
OCTOBER 2, 2023  
7:08 PM

**At a public hearing and 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 2<sup>nd</sup> day of October 2023 at 7:00 pm.**

**ATTENDANCE:**

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

**STAFF ATTENDANCE:**

Robert Duer, Ethel Parks, Taylor Dukes, Chief DiMartino.

**CALL TO ORDER:**

Mayor Greer established a quorum and called the Town Council meeting to order at 7:08 pm.

**PLEDGE:**

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

**INVOCATION:**

The Invocation was given by Mayor Greer.

Councilman Sturgis made the Motion to amend the agenda by adding 3b. - Approval of Minutes for Emergency Town Council Meeting on September 27, 2023 @ 4:00 pm. The Motion was seconded by Councilman Metz and was passed unanimously with Councilmen Adkins and Doughty being absent.

**APPROVAL OF MINUTES:**

**TOWN COUNCIL MEETING – SEPTEMBER 11, 2023:**

Councilman Heaster made the Motion to approve the Minutes of the September 11, 2023, regular Town Council meeting. The Motion was seconded by Councilman Sturgis and was passed unanimously with Councilmen Adkins and Doughty being absent.

**EMERGENCY TOWN COUNCIL MEETING – SEPTEMBER 27, 2023:**

Councilman Metz made the Motion to approve the Minutes of the September 27, 2023, emergency Town Council meeting. The Motion was seconded by Councilman Heaster and was passed unanimously with Councilmen Adkins and Doughty being absent.

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

None.

**TOWN MANAGER'S REPORT – MR. DUER:**

Mr. Duer noted that Sgt. Gonzalez is approaching 6 years of service to the Town on the 25<sup>th</sup>. He said that the Fall Festival was a success and thanked everyone who helped bring it all together. The Soule Arnold Oyster Roast is scheduled for October 14<sup>th</sup>, the car show on the 21<sup>st</sup> and the CBES Bike Tour on the 28<sup>th</sup>. The holiday grant has been approved and we will soon be ordering new lights. The Fireman's Parade is December 9<sup>th</sup>, with a rain date of December 16<sup>th</sup>. The sewer project is keeping our public works crew busy, but they will pick up the brush and limbs soon as they can. Chief DiMartino added that Main Street businesses are planning a trunk-or-treat for children on Halloween. He said that Main Street will be closed from Occohannock Road to Willis Wharf Road on Halloween from 5 pm to 8 pm.

**FINANCIAL REPORT – MR. DUER:**

**SEPTEMBER FINANCIALS:**

Mr. Duer stated that the net income for the month of September was \$674,797.90. This is due mostly to large reimbursements from USDA and DEQ.

**YTD FINANCIALS:**

The total year-to-date income is at \$475,643 and expenses have a credit balance of (\$522,198), which gives a net year-to-date income of \$997,841.

**NEW BUSINESS:**

**BUDGET AMENDMENTS: EXPENDITURES & INCOME:**

Mr. Duer stated that we have 5 budget amendments. September 8 was Hall Automotive for a Dodger Charger; \$36,601, September 25 was Absolute Security for the camera system; \$160,740, September 22 was Kevcor for the sewer project; \$2,798,543.53, the quarterly sewer project expense of John Maynard; \$6,850 and the quarterly sewer project salaries; \$9,194.90. Councilman Sturgis made the Motion to accept the budget amendments as described. The Motion was seconded by Councilman Metz and was passed unanimously with Councilmen Adkins and Doughty being absent. Mr. Duer explained that we need to transfer funds from the ARPA funds to cover the expense of the salaries and John Maynard in the amount of \$16,044.90 and approve \$1,109,215.64 from the USDA grant. Councilman Heaster made the Motion to adopt the September appropriations. The Motion was seconded by Vice-Mayor Lewis and was passed unanimously with Councilmen Adkins and Doughty being absent.

Mr. Duer noted that we need to transfer funds from our savings to the General Fund. He said that there is \$1,378,882.20 remaining in the ARPA fund and we will need an additional \$1,000,000 from our savings to pay Kevcor. Councilman Sturgis made the Motion to transfer \$2,300,000 to the general fund for operating expenses. The Motion was seconded by Vice-Mayor Lewis and was passed unanimously with Councilmen Adkins and Doughty being absent.

**SCHOOL SPEED ZONE AT BROADWATER ACADEMY:**

Chief DiMartino noted that we need to pass a resolution asking VDOT to conduct a speed study in front of Broadwater Academy, at least during drop-off and pick-up times for students. He said they are having some high speeds come by the academy and the road does not have a posted reduced speed limit in front of the academy. Councilman Sturgis made the Motion to adopt a resolution for VDOT to conduct a school zone speed study. The Motion was seconded by Councilman Metz with Councilmen Adkins and Doughty being absent.

**OLD BUSINESS:**

Mr. Duer stated that VDOT no longer paints parking spaces on the street. He said that we can find someone to paint them in the spring.

**COMMERCIAL SEWER RATE, HIGH STRENGTH OR UNUSUAL WASTE CHARGES AND RESIDENTIAL FLAT RATE UPDATE:**

Mr. Duer noted that anyone who notifies the office of having a swimming pool, garden, etc., can receive a flat rate for the sewer. Businesses that use 0-5,000 gallons of metered water per month will be charged a \$40.00 base fee plus \$8.00 per 1,000 of metered water. Businesses using over 5,000 gallons will be charged HRSD's yearly rate schedule for the Eastern Shore. Mr. Dukes noted that all restaurants, funeral homes, New Ravenna, hotels and some other businesses will be subject to High Strength or Unusual Waste Surcharges as dictated by HRSD's yearly fee schedule. Mr. Dukes discussed with the Mayor and Council the likelihood of charging businesses the sewer sampling fee. Mr. Duer said that the sampling fee runs approximately \$500 per month.

**FOOD TRUCK APPLICATION – UPDATE:**

No report

**SEWER ORDINANCE UPDATE:**

No report.

**POLICE REPORT – CHIEF DIMARTINO:**

Chief DiMartino noted that all the officers are doing well and staying busy. The camera system is up and running. He said there are 7 tag readers included in the system. The 3<sup>rd</sup> Dodge Charger has been received and next is the Dodge Durango. Chief DiMartino stated that he has filed for reimbursement for \$204,000 from the ARPA Grant.

The fall Festival went very well. October is a busy month with the Oyster Roast, Car Show and Bike Tour scheduled. Main Street will be closed on Halloween for businesses to offer trunk-or- treat for the children.

**PUBLIC WORKS REPORT – MR. DUKES:**

No report.

**WATER AND SEWER REPORT – MR. DUKES:**

Mr. Dukes noted that Peggy Jordan, USDA, has informed him that all the easements need to be in Attorney James Cornwell’s office or in court by October 30, 2023. He said that there will be no more funding until all easements are signed or in court. Mr. Dukes stated that as of close of business today there are 109 basins installed and 18% of the pipe installed, which takes care of all the homes east of the old railroad tracks. We will tie into HRSD on Thursday and should be pumping in approximately 2 weeks. The water main on Tower Way has been replaced due to several leaks in the line along with 5 services and 490 feet of pipe. Mr. Dukes said that he will be meeting with the Office of Drinking Water on October 11<sup>th</sup> to assist the Town with funding for replacing the galvanized water lines.

**ZONING REPORT – MR. DUKES:**

No report.

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

Mr. Duer read a letter from Ken Dufty thanking Clarice MacGarvey for her support of Exmore businesses and spreading the word about Exmore’s growing commercial district. He thanked Chief DiMartino and the officers for keeping Exmore businesses safe, Mr. Dukes, the Public Works crew, the Town Council, the Town Manager and Teresa Pittman for all they did in putting the Fall Festival together and making sure there were no problems.

There was a comment from the public thanking everyone involved with the Fall festival.

**SCHEDULED MEETINGS & CLOSINGS:**

**SPECIAL TOWN COUNCIL MEETING – WEDNESDAY, OCTOBER 25, 2023 @ 4:00 pm**


**TOWN COUNCIL MEETING – MONDAY, NOVEMBER 6, 2023 @ 7:00 pm**


**TOWN OFFICE CLOSED – FRIDAY, NOVEMBER 10, 2023 – VETERAN’S DAY**

**THURSDAY & FRIDAY, NOVEMBER 23 & 24, 2023 –  
THANKSGIVING HOLIDAY**

**ADJOURNMENT:**

Councilman Heaster made the Motion to adjourn the meeting. The Motion was seconded by Councilman Metz and was passed unanimously with Councilmen Adkins and Doughty being absent.

  
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Douglas Greer, Mayor

  
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Ethel Parks, Town Clerk