

TOWN COUNCIL  
MEETING  
JANUARY 6, 2025  
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 6th day of January 6 2024 at 7:00 pm.

**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  
Councilwoman Claudia Andrews-Present

**STAFF ATTENDANCE:**

Taylor Dukes, Pam Ward, Chief DiMartino, Capt. Zieger, Sgt. Hinman.

**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 Adkins.

**APPROVAL OF MINUTES:**

**TOWN COUNCIL MEETING – DECEMBER 2, 2024:**

Councilman Heaster made the Motion to approve the Minutes of the December 2, 2024, regular Town Council meeting as presented. The Motion was seconded by Councilman Metz and was passed unanimously.

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

Ron Matthews wanted to introduce his two new tenants to 3294 Main Street. One will be opening a bakery and the other a cleaning business. Also, there will be beginning renovations of the old dry cleaners.

**TOWN MANAGER'S REPORT – MR. DUKES:**

Mr. Dukes stated that with the new software we do not have the current financials. Mr. Dukes noted that there are 2 anniversaries this month: Adam Zieger, 13 years and Pam Ward, 3 years. The Investment account interest for the month of December is \$14, 339.00. We got word from USDA that there is \$750,000 of grant money that will be refunded for engineering and legal fees. Mr. Dukes stated he has started the budget for the 2025 – 2026 fiscal year. The Holiday Lights competition was held and the winners were 1<sup>st</sup> place Homer Miller of 3165 Monroe St., 2<sup>nd</sup> place was Diane Kellam of 11525 Occohannock Rd. and 3<sup>rd</sup> place was Mary Ochsner. of 11563 Occohannock Rd. The Business winner was Shore Antiques and More of Main St. Mr. Dukes mentioned that Habitat for Humanity owns half of the lot by the Public Works hut, and we have a lot on Virginia St. Both lots are the same size and value. Attorney said we could trade with Council's approval. Council agreed it is much better for the town to own the lot next to our hut than the one on Virginia St. Mr. Dukes said he would talk to our attorney and get an idea of cost.

**FINANCIAL REPORT – MR. DUKES:**

**DECEMBER FINANCIALS:**

No report

**YTD FINANCIALS:**

No report

**NEW BUSINESS:**

**KEYCOR AUGUST BILL FOR SEWER PROJECT – MR. DUKES:**

Mr. Dukes noted that the total due for pay app 17 is \$344,172.35. We need approval for the pay app to send it to the engineer for approval. Councilman Sturgis made the Motion to accept pay app no. 17. The Motion was seconded by Councilman Adkins and was passed unanimously.

**BUDGET AMENDMENTS: EXPENDITURES AND APPROPRIATIONS – MR. DUKES:**

No report

**DCR FLOOD ZONE ORDINANCE:**

Mr. Dukes explained that we got notice that we need to pass this ordinance in order for the town residents who want Flood Insurance could get it and those that have Flood Insurance can keep it. If we don't pass this Ordinance, FEMA will notify the insurance companies and existing policies will be cancelled. Councilman Atkins made the Motion to accept Ordinance 229 for Flood Zone. The Motion was seconded by Councilman Sturgis and was passed unanimously.

**OLD BUSINESS:**

**ACCOUNTING SOFTWARE UPGRADE – PAM WARD:**

Mrs. Ward stated that the in-house training has been completed. We are in the process of entering everything needed. This should be completed before the next meeting.

**PROBLEMATIC SEWER CONNECTS – MR. DUKES:**

Mr. Dukes said that everything had been handled in court. We have Truist Bank, the Plaza and 27 connects left to complete.

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

No Report

**SEWER ORDINANCE – HRSO'S GREASE PROTOCOLS:**

No report.

**PUD ORDINANCE:**

No report

**POLICE REPORT – CHIEF DIMARTINO:**

Chief DiMartino noted that all officers are doing well. We have hired a new officer – Angel Mateo. He will start the Academy on January 22<sup>nd</sup>. December was a great month. We raised \$4600 for the Secret Santa Program. The Christmas parade was great with a large crowd. Chief DiMartino stated that he noticed we had not received the December Fine check so he called Tracy Johnson and she immediately re-issued a new check within the hour. There were seven reportable crashes in December. He stated that the blinking yellow lights may be cause for the increased accidents and that he will keep monitoring this. Mr. Dukes requested looking into red light cameras.

**PUBLIC WORKS REPORT – MR. DUER:**

No report

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

No report

**ZONING REPORT – MR. DUKES:**

Mr. Dukes asked the Mayor and Council to put the word out that we could use a few more members. He was asked by council if members had to live in Town and Mr. Dukes responded that they have to live and vote in Town.

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

None

**SCHEDULED MEETINGS & CLOSINGS:**

**MONDAY, JANUARY 20, 2025 MARTIN LUTHER KING, JR. DAY  
TOWN COUNCIL MEETING – MONDAY, FEBRUARY 3, 2025 @ 7:00 pm**

**ADJOURNMENT:**

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



Douglas Greer, Mayor



Pam Ward, Town Clerk