

TOWN COUNCIL  
MEETING  
PUBLIC HEARINGS  
DECEMBER 4, 2023  
7:00 PM

**At two public hearings and the 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 4<sup>th</sup> day of December 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, Capt. Zieger, Cpl. 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 Mayor Greer.

**APPROVAL OF MINUTES:**

**TOWN COUNCIL MEETING & PUBLIC HEARING – NOVEMBER 6, 2023:**

Councilman Heaster made the Motion to approve the Minutes of the November 6, 2023, regular Town Council meeting and public hearing. The Motion was seconded by Vice-Mayor Lewis and was passed unanimously with Councilmen Adkins and Doughty being absent.

**OPEN PUBLIC HEARING – ORDINANCE NO. 228 – DOGS RUNNING AT LARGE:**

Mayor Greer opened the Public Hearing

**PUBLIC COMMENTS:**

Lauren Schultis stated that she feels proposed Ordinance No. 228 will not protect the public from dogs running at large. She said that nothing will stop dogs from breaking out of their yards. Ms. Schultis noted that she would like to keep the current running at large ordinance, changing only the penalty section as required by State Code. She said she would like to hear from the Mayor and each Council member if the current leash law ordinance has failed the Town. There was no response from the Mayor or either Council member.

**CLOSE PUBLIC HEARING:**

Councilman Sturgis made the Motion to close the Public Hearing. The Motion was seconded by Councilman Metz and was passed unanimously with Councilmen Adkins and Doughty being absent.

**OPEN PUBLIC HEARING - ORDINANCE NO. 227 – SEWER RATES:**

Mayor Greer opened the Public Hearing.

Mr. Dukes stated that there are approximately 6-8 homeowners who are not connected to Town water. He said that for those not connected to Town water the sewer rate will be a \$40 base fee and an average of \$12 per person in the household per month. Customers using water that is not being discharged into the sewer system, such as irrigation, pools, etc., can establish a flat rate fee account with the Town. He noted that the business sewer rate will become effective January 1, 2024.

**PUBLIC COMMENTS:**

None.

**CLOSE PUBLIC HEARING:**

Councilman Sturgis made the Motion to close the Public Hearing. The Motion was seconded by Councilman Metz 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 said that there are no anniversaries this month. He asked the Mayor and Council to schedule the Holiday Lights Participation Contest. Vice-Mayor Lewis decided on Friday, December 15<sup>th</sup>.

The employee and Town Council holiday luncheon will be held on Thursday, December 21<sup>st</sup> at 12:00 pm. There is a Public Hearing regarding the USDA loan scheduled for December 11<sup>th</sup> at 7:00 pm. The Christmas parade will be held on December 9<sup>th</sup> at 6:00 pm.

Clarice MacGarvey informed all present that on Thursday, December 7<sup>th</sup> from 3:00 – 5:00 pm, in the Town Hall lobby, there will be an introduction to the Exmore Walking Tour. She said that this is a self-guided tour of the historic sites and structures in the downtown area. An old-fashioned Christmas in Exmore will kick off the same day from 5:00 – 8:00 pm and New Ravenna will be holding their annual Holiday Artisan & Craft Fair.

Mr. Duer reminded the Mayor and Council that there are 3 retirements coming up in the near future. He said that he will be retiring in about 13 months, the Clerk is soon after him and Chief DiMartino is soon after the Clerk. He noted that we need to be prepared to hire replacements.

**FINANCIAL REPORT – MR. DUER:**

**NOVEMBER FINANCIALS:**

Mr. Duer noted that income for the month of November was \$266,293. Due to the large reimbursements from the sewer project grants, our net income was \$679,458.

**YTD FINANCIALS:**

The year-to-date net income is \$703,896.

**NEW BUSINESS:**

**USDA LOAN OPPORTUNITY – MR. DUER:**

Mr. Duer noted that USDA has a loan/grant opportunity that offers 75% grant and 25% loan. He said that we need a service truck, and this would be the best time to purchase one. Mr. Dukes stated he has looked at a few dealerships in Maryland and Delaware and the Chevrolet dealer in Delaware had the best price of \$66,999 for a 2023, 3500 Chevy service truck. He said that he talked with Ms. Jordan from USDA and they will be willing to accept the Delaware state contract price. With a 75% grant, the truck would cost approximately \$20,000 equipped. Mr. Duer said that the Resolution of Governing Body would allow him to make the purchase. Councilman Heaster made the Motion to adopt the Resolution. The Motion was seconded by Councilman Metz and was passed unanimously with Councilmen Adkins and Doughty being absent.

**USDA LOAN REPAYMENT (OLD SYSTEM) – MR. DUER:**

Mr. Duer stated that there is approximately \$480,000 left on loans with the old sewer system and that has to be paid off before we can start paying on the new USDA loan. He said this will need to happen within the next year. Councilman Sturgis recommended that they pay the old loan off before then end of the fiscal year.

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

Mr. Duer and Mr. Dukes explained the budget amendments and appropriations. Expenses include Kevcor Contracting - \$1,273,335.89; John Maynard - \$9,375.00; Co-Bank - \$7,779.66 and Salaries - \$5,288. Councilman Sturgis made the Motion to approve the expenditures as presented. The Motion was seconded by Councilman Metz and was passed unanimously with Councilmen Adkins and Doughty being absent. Income includes DEQ Payment App #2 - \$699,401.09; DEQ Payment App #3 - \$500,503.62; DHCD

Payment App #3 - \$67,089.22; DHCD Payment App #4 - \$102,304.08; DHCD Payment App #2 - \$8665.45; USDA Payment App #3 - \$793,750.93; Salaries ARPA Funds - \$5,288; John Maynard - \$9,375; and Co-Bank - \$7,792.66. Councilman Heaster made the Motion to approve items 1-7 as presented. The Motion was seconded by Councilman Metz. Councilman Heaster commented on item #4, saying that it is the same as Item #3. Mr. Duer noted that item #4 was listed in error. The Motion was passed unanimously with Councilmen Adkins and Doughty being absent. Councilman Sturgis made the Motion to approve the income for salaries, John Maynard and Co-Bank. The Motion was seconded by Councilman Heaster and was passed unanimously with Councilmen Adkins and Doughty being absent.

— **KEYCOR NOVEMBER BILL FOR SEWER PROJECT – MR. DUER:**

Previously approved.

**ORDINANCE NO. 228:**

There was no Council discussion regarding Ordinance No. 228. Councilman Heaster made the Motion to adopt Ordinance No. 228. The Motion was seconded by Councilman Metz and was passed unanimously with Councilmen Adkins and Doughty being absent.

**SEWER RATE ORDINANCE:**

There was no Council discussion regarding Ordinance No. 227. Councilman Sturgis made the Motion to adopt Ordinance No. 227 as presented. The Motion was passed unanimously with Councilmen Adkins and Doughty being absent.

Mr. Duer stated that the Town owns several lots throughout Town and asked the Mayor and Council if they would consider selling them. It was the general consensus of the Council to consider selling the lots.

**OLD BUSINESS:**

**BURN ORDINANCE:**

No report.

— **FOOD TRUCK APPLICATION – UPDATE:**

No report.

**SEWER ORDINANCE UPDATE:**

Previously discussed.

**POLICE REPORT – CHIEF DIMARTINO:**

Chief DiMartino noted that all the officers are doing well. Officer Hipple is very focused and learning a lot. He will start Police Academy in January. Chief DiMartino reported that the Durango has been delivered and that all cars and cameras are paid for. He said that he was interviewed by Margaret Kavanaugh, a reporter for WTKR News. Ms. Kavanaugh received a summons for speeding, and she is investigating tickets on the Eastern Shore. Chief DiMartino said that Ms. Kavanaugh is scheduled to ride with him on Friday while working traffic.

Chief DiMartino thanked the Mayor and Council for supporting him with Ordinance No. 228. He said that the previous ordinance failed and needed to be updated.

Edward Lynch, 3183 Main Street, spoke to the Mayor and Council regarding speeders on Main Street.

**PUBLIC WORKS REPORT – MR. DUKES:**

No report.

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

No report

**ZONING REPORT – MR. DUKES:**

No report.

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

No report.

**SCHEDULED MEETINGS & CLOSINGS:**

**TOWN COUNCIL PUBLIC HEARING – USDA LOAN**

**MONDAY, DECEMBER 11, 2023 @ 7:00 pm**

**TOWN OFFICE CLOSED – FRIDAY, DECEMBER 22 – CHRISTMAS HOLIDAY**


**MONDAY & TUESDAY, DECEMBER 25 & 26, 2023 –  
HOLIDAY**

**MONDAY, JANUARY 1, 2024 – NEW YEAR’S DAY**

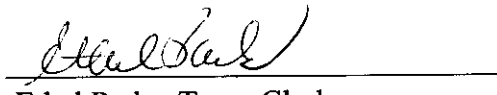
**TOWN COUNCIL MEETING – MONDAY, JANUARY 8, 2024 @ 7:00 pm**

**ADJOURNMENT:**

Councilman Sturgis 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.



Douglas Greer, Mayor



Ethel Parks, Town Clerk