

TOWN COUNCIL
MEETING
SEPTEMBER 13, 2021
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 13th day of September 2021, at 7:00 pm.

Attendance:

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-Absent
Councilman Chase Sturgis-Present

STAFF ATTENDANCE: Robert Duer, Ethel Parks, Taylor Dukes, Chief DiMartino, Sgt. Gonzalez.

CALL TO ORDER:

The Town Council meeting was called to order at 7:00 pm by Mayor Greer.

PLEDGE:

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

INVOCATION:

The Invocation was given by Councilman Adkins.

Mr. Duer asked to amend the agenda. Councilman Sturgis made the Motion to amend the agenda to add Appendix 9 – Fair Housing Certification (between f. and g. in New Business) and add h. - Sale of Property in New Business, as directed by Mr. Duer. The Motion was seconded by Councilman Doughty and was passed unanimously with Councilman Metz absent.

APPROVAL OF MINUTES:

TOWN COUNCIL MEETING – AUGUST 2, 2021:

Councilman Heaster made the Motion to approve the minutes of the regular Town Council meeting of August 2, 2021. The Motion was seconded by Vice-Mayor Lewis and was passed unanimously with Councilman Metz absent.

CITIZEN COMMENT (Limit of 3 minutes per speaker):

Damion Geist noted that he would like to run a tourist service by rail car on the railroad tracks through Exmore, from Oakland Drive to Willis Wharf Road. He said that the only thing he needs from the Town is a letter of support.

TOWN MANAGER'S REPORT – MR. DUER:

Mr. Duer announced that Taylor Dukes will be with the Town 9 years, and Dontrell Lewis will reach 3 years this month.

Mr. Duer stated that there were 80 water accounts turned off on Thursday for non-payment or for failure to set up a 12-month payment plan. There were 3 violations of meters being tampered with and turned back on by residents, and of those 3, 1 was damaged. He said that Mrs. Wert and Mrs. Sherwood worked through lunch that day in order to assist customers.

Upcoming events in the Park include Shakespeare in the Park on the 24th, the Artisan's Fair on the 25th and the Annual Car Show on October 16th.

Representative Luria canceled our meeting but continues to work with the Town.

There has been no word from the USDA and the EDA grant as of yet.

Mr. Duer, Mr. Dukes and Ms. MacGarvey met with a web designer to talk about redesigning our web page.

Mr. Duer said that the cost is approximately \$5,000 and that he is moving forward with it.

Mr. Duer noted that we are required to hire a grant manager to assist with the new sewer system grants and we are advertising for this.

Northampton County has requested a meeting on September 23rd. They would like to have Mayor Greer and at least one other Council member to attend.

Mr. Duer recommended that the Mayor and Council schedule a work session to discuss the Rental Code of Virginia.

FINANCIAL REPORT -- MR. DUER:

SEPTEMBER FINANCIALS:

Mr. Duer noted that approximately \$50,000 in COVID Relief has been given to Exmore utility customers. Income for the month of August was \$209,762 and expenses were \$172,412, which gives the Town a net income of \$37,350.

YTD FINANCIALS:

Year-to-date income is at \$415,237 and expenses are at \$344,508. The total year-to-date net income is at \$70,728.

NEW BUSINESS:

ORDINANCE TO MOVE ELECTION DATES TO NOVEMBER FROM MAY:

Mr. Duer explained that we are required by the General Assembly to move our local elections from May to November along with the general elections. Mr. Rowan, Town attorney, has written an Ordinance to change election dates, beginning in November 2022. Councilman Sturgis made the Motion to adopt the Ordinance to move election dates to November from May, as required by the General Assembly. The Motion was seconded by Councilman Doughty and was passed by the roll call vote of: Councilman Adkins – Aye; Councilman Doughty – Aye; Councilman Heaster – Aye; Vice-Mayor Lewis – Aye; Councilman Sturgis – Aye; Mayor Greer – Aye; Councilman Metz – Absent.

Mr. Duer stated that it is required by the DHCD for the Council to vote on the following forms:

DHCD GENERAL ASSURANCES AND CERTIFICATION AND DRUG FREE WORKPLACE FORMS:

Mr. Duer said that the General Assurances forms have to be signed by the Mayor and the remainder of the forms can be signed by the Town Manager.

CDBG SECTION 3 - BUSINESS AND EMPLOYMENT PROJECT AREA FORM:

APPENDIX 7 - COMPLETION:

SECTION 504 - GRIEVANCE PROCEDURE:

APPENDIX 9 - FAIR HOUSING CERTIFICATION:

Councilman Heaster made the Motion to authorize Mr. Duer to sign Section 3 – Business and Employment Project Area Form, Appendix 7 - Completion, Section 504 – Grievance Procedure and Appendix 9 – Fair Housing Certification. The Motion was seconded by Councilman Doughty and was passed unanimously with Councilman Metz absent.

HIRING OF GRANT MANAGER:

Mr. Dukes explained that in order for the Town to receive the \$1,000,000 grant from the DHCD, we are required to hire a Grant Manager and pay them up to 5% of the grant (\$50,000).

EASTERN SHORE SPAY DONATION:

Mr. Duer noted that the spay organization is asking for a \$500 donation to help spay or neuter the cats around Town. He said that he will be sending the donation in the near future.

SALE OF PROPERTY:

Mr. Dukes noted that Mr. Geist has given an offer of \$11,101.11 for the property on Blue Jay Lane. He said that Mr. Rowan has prepared the necessary documents for the sale. Vice-Mayor Lewis made the Motion to sell the property on Blue Jay Lane to Mr. Geist. The Motion was seconded by Councilman Heaster and was passed unanimously with Councilman Metz absent.

OLD BUSINESS:

UPDATE ON SEWER PROJECT – MR. DUER AND MR. DUKES:

Mr. Dukes stated that he recently met with the engineers in an effort to figure out how many sewer connections we will need. We will need 835 connections for individual customers and an additional 120 taps for expansion.

GRINDER PUMP AGREEMENT, SYSTEM PROTECTION MEASURES:

Mr. Duer noted that the agreement has been updated and asked the Mayor and Council to review it for errors.

UPDATE ON VDEQ LOAN:

Previously reported

UPDATE ON OTHER LOANS:

Previously reported.

COMP PLAN UPDATE – MR. DUKES:

Mr. Dukes noted that the Comp Plan and Zoning Ordinance has to be rewritten.

POLICE REPORT – CHIEF DIMARTINO:

Chief DiMartino stated that all of the officers are doing well. He noted that there were four vehicles stolen last month and all of the suspects have been arrested.

Chief DiMartino explained that the fines report is showing zero fines for 3 officers for the month. He said that they were scheduled for traffic court during the fourth week of the month, which is set aside for the Judges' conference.

There were 5 reportable crashes for the month.

There was some discussion about parked cars at intersections. Sometimes residents park their vehicles too close to the corners, making it hard for drivers who are coming onto another street to see oncoming traffic. Sheriff Doughty thanked the Police Department for their assistance during the Back-To-School event at the Park.

PUBLIC WORKS REPORT – MR. DUKES:

No report.

WATER/SEWER REPORT – MR. DUKES:

Mr. Dukes reported that they found 3 water meters that had been turned on by residents after being turned off for non-payment. He said that one of the three had been broken and that resident will be billed for the new meter.

ZONING – MR. DUKES:

Mr. Dukes said that he and Officer Little appeared in court last week over a property on Occohannock Road. He noted that several Exmore officers have given the property owner notices to clean up the property. Now the owner wants to sell the property to the Town. Mr. Duer said that it is of no use to the Town and recommended that the Council turn down his offer. The judge awarded the Town the option to hire someone to clean up the property and the property owner has 12 months to pay for the clean-up.

Mr. Dukes noted that a section of Ordinance No. 168 needs to be amended, rewritten and renumbered as advised by the Town attorney. Councilman Adkins made the Motion to abolish Ordinance No. 168 and adopt Ordinance No. 217. The Motion was seconded by Councilman Sturgis and was passed unanimously with Councilman Metz being absent.

CITIZEN COMMENT (Limit of 3 minutes per speaker):

Clarice MacGarvey noted that the weekend of September 24th and 25th is going to be a fantastic weekend. She said that Shakespeare in the Park is scheduled for the 24th and the Artisan's Festival on the 25th.

The Mayor and Council discussed a meeting time and date for a work session, deciding on October 18th at 6:00 pm.

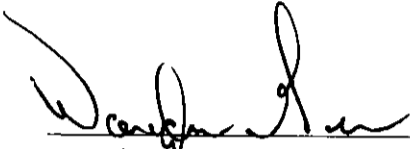
SCHEDULED MEETINGS AND CLOSINGS:

TOWN COUNCIL MEETING - MONDAY, OCTOBER 4, 2021 @ 7:00 pm

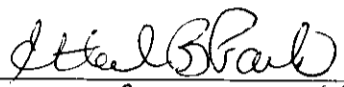
TOWN COUNCIL WORK SESSION – MONDAY, OCTOBER 18, 2021 @ 6:00 pm

ADJOURNMENT:

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



Douglas Greer, Mayor



Ethel Parks, Town Clerk