

TOWN COUNCIL
MEETING
JUNE 5, 2017
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 5th day of June, 2017, at 7:00 pm

Present:

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-Present
Councilman Chase Sturgis-Present

STAFF PRESENT: Robert Duer, Ethel Parks, Chief DiMartino, Sgt. Zieger, Taylor Dukes, Mike Johnson., Officer Brady.

CALL TO ORDER:

The Town Council meeting came to order at 7:00 pm with the majority in attendance reciting the pledge of allegiance.

INVOCATION:

The Invocation was given by Mayor Greer.

Mr. Duer asked to amend the agenda to add 5a. (Marketing Report from Clarisse MacGarvey) following the Town Manager's Report. Vice-Mayor Lewis made the Motion to amend the agenda as stated. The Motion was seconded by Councilman Heaster and was passed unanimously.

APPROVAL OF MINUTES:

REGULAR COUNCIL MEETING (AMEND APPROVED) – APRIL 3, 2017:

Councilman Adkins made the Motion to approve the Minutes of the April 3, 2017 regular Council Meeting (Amended). The Motion was seconded by Councilman Sturgis and was passed unanimously.

PUBLIC HEARING (CDBG FUNDING) – MAY 1, 2017:

Councilman Sturgis made the Motion to approve the Minutes of the May 1, 2017 CDBG Public Hearing. The Motion was seconded by Councilman Adkins and was passed unanimously.

REGULAR COUNCIL MEETING – MAY 1, 2017:

Councilman Heaster made the Motion to approve the Minutes of the May 1, 2017 regular Council Meeting. The Motion was seconded by Councilman Metz and was passed unanimously.

CITIZEN COMMENT (LIMIT OF 3 MINUTES PER SPEAKER):

There was no one signed up to speak.

TOWN MANAGER'S REPORT – ROBERT G. DUER:

Mr. Duer informed the Mayor and Council that the main air conditioning unit needs to be replaced. He noted that we just spent approximately \$1,800 in repairs to the unit and it should carry us through this season. It can be replaced next spring. There are two water leaks on Main Street and they are hoping to repair them at night so as not to be an inconvenience to our citizens if we have to turn off water to the entire Town. Mr. Duer asked the Mayor and Council to assist in filling the vacant seats on the Planning Commission. Cameras and internet have been installed at the Park and are working. The ESO will hold their first musical event at the Park on June 10th.

MARKETING REPORT – CLARISSE MACGARVEY:

Ms. MacGarvey reported that Exmore's facebook page has reached 1,000 followers. The Visit Exmore facebook page is directed to tourism with 189 followers. Staff and volunteers from the Tourism Commission visited Exmore and remarked that it is a neat, clean and well manicured Town. Ms. MacGarvey noted that several events are scheduled this month at the Park, which include the ESO Live Music Festival on June 10th, the Juneteenth Festival on June 17th and the Gospel Extravaganza, honoring Father's Day on June 18th. She stated that she and Mr. Dukes were interviewed by Northampton County as part of the Tourism Grant application process. If granted, it will help defray the cost of Shakespeare in the Park scheduled for September. Mr. Duer noted that selling sponsorships for this event will also help with the cost. He proposed holding a reception in the new building at the Park for community V.I.P.'s and the actors and said it would be an ideal time to dedicate the building. The Mayor and Council agreed. They discussed printing brochures that would help promote Exmore.

FINANCIAL REPORT – ROBERT G. DUER:

MAY SUMMARY:

Mr. Duer reported that the net income for the month of May was \$71,917 and the year-to-date net income was \$438,972. He noted that we have passed our budgeted income for the year. Mr. Duer said that the Contingency Fund has a balance of \$3,600 and he would like to increase that by \$10,000 or \$12,000. The Council agreed on \$15,000 then an additional \$8,000 per month starting in July.

OLD BUSINESS:

2017-2018 BUDGET ADOPTION:

The Council briefly discussed the Capital Acquisition/Replacement Plan. Councilman Sturgis made the Motion to approve the Capital Acquisition/Replacement Plan. The Motion was seconded by Vice-Mayor Lewis and was passed unanimously. There was no other discussion on the proposed budget. Councilman Heaster made the Motion to adopt the 2017-2018 Budget. The Motion was seconded by Councilman Metz.

Mr. Duer proposed transferring a \$25,000 CD to a loan for the purchase of software and equipment for the e-ticket system. It was the general consensus of the Council to move forward with Mr. Duer's proposal.

COMMERCIAL AVENUE RESOLUTION:

Mr. Duer reported that VDOT has made the recommendation to change Commercial Avenue to a one-way street, traveling from east to west. Mr. Duer read the Resolution. Councilman Sturgis made the Motion to adopt the Resolution that will authorize VDOT to make Commercial Avenue a one-way street, traveling from east to west. The Motion was seconded by Vice-Mayor Lewis and was passed unanimously.

UPDATE ON SEWER PROJECT – MR. DUKES:

Mr. Dukes noted that he met with engineers last month and they are close to finalizing the plans for the collection system. He said he hopes to get the requirements from the state soon.

UPDATE ON WELL PROJECT – MR. DUKES:

Mr. Dukes stated that he is waiting on approval for the design drawings. He noted that we will need to meet soon regarding land acquisition for the location of the force main. Mr. Duer said that the utility rate study has been completed and it suggests that our rates are approximately 5% too low.

NEW BUSINESS:

RESOLUTION AUTHORIZING THE EXECUTION OF NECESSARY DOCUMENTS FOR THE WATER TREATMENT FACILITY:

Mr. Duer stated that this resolution is a part of the CDBG funding requirements. Councilman Sturgis made the Motion to adopt the resolution. The Motion was seconded by Vice-Mayor Lewis and was passed unanimously.

RESOLUTION PROCLAIMING JUNETEENTH FESTIVAL DAY:

Mr. Duer explained that this is a resolution showing the Town's support of the Juneteenth Festival. Councilman Heaster made the Motion to adopt the resolution. The Motion was seconded by Councilman Sturgis.

UTILITY RATE STUDY:

Previously discussed under the Well Project Update.

ZONING – MR. DUKES:

Mr. Dukes noted that he continues to work with several property owners and tenants to clean up their yards and to make the necessary repairs on their structures. He stated that we are in need of two citizens to fill the vacant seats on the Planning Commission. Councilman Sturgis agreed to serve on the Planning Commission. Mr. Dukes said that he is working with VDOT to get the ditches in Town cleaned out.

POLICE REPORT – CHIEF DIMARTINO:

Chief DiMartino reported that all officers are performing well. There were no reportable crashes in May. The reflective backers on the traffic lights have helped tremendously. He noted that the fines and grants are on track. Chief DiMartino said that the funds in the e-summons account will help pay for the e-summons computers and software. He stated that the video cameras that were installed at the Park have helped in solving some issues. He said that there has been some vandalism with cars in Town. They spoke to a subject who they saw roaming the streets late at night and the vandalism has stopped.

PUBLIC WORKS REPORT – MR. JOHNSON:

Mr. Johnson reported 48 service calls in May. They read 714 water meters and have installed a total of 498 new meters. Fire hydrants were flushed on May 18th, brush and limbs were picked up on May 25th and trash is averaging 22,000 pounds each week.

UTILITY REPORT – MR. DUKES:

Mr. Dukes noted that George Duer is scheduled to take the Waterworks Operator exam this month. He said that we pumped 4 million gallons of water in May and the fire hydrant has been installed on the corner of Westfield Avenue and Jackson Street. He stated that there have been numerous calls for sewer backups due to the excessive amount of rain that we have had.

CITIZEN/COUNCIL COMMENT (LIMIT OF 3 MINUTES PER SPEAKER):

There was no one who wished to speak.

SCHEDULED MEETINGS AND CLOSINGS:

TOWN COUNCIL MEETING – MONDAY, JULY 3, 2017 @ 7:00 pm

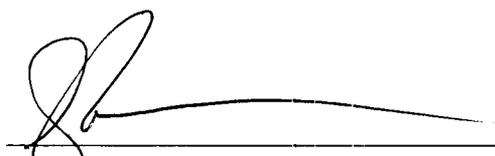
TOWN OFFICE CLOSED – TUESDAY, JULY 4, 2017 (INDEPENDENCE DAY)

ADJOURNMENT:

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



Douglas Greer, Mayor



Ethel Parks, Town Clerk