

MINUTES OF THE MARCH 5, 2014
CHINCOTEAGUE TOWN COUNCIL MEETING

Council Members Present:

John H. Tarr, Mayor
J. Arthur Leonard, Vice Mayor
Ellen W. Richardson, Councilwoman
John N. Jester, Jr., Councilman
Tripp Muth, Councilman
Gene W. Taylor, Councilman
Terry Howard, Councilman

CALL TO ORDER

Mayor Tarr called the meeting to order at 7:00 p.m.

INVOCATION

Councilman Howard offered the invocation.

PLEDGE OF ALLEGIANCE

Mayor Tarr led in the Pledge of Allegiance.

OPEN FORUM/PUBLIC PARTICIPATION

Mayor Tarr opened the floor for public participation.

- Mr. Ray Rosenberger thanked the Police Department for the Senior Luncheon. He complimented the Public Works Department for the great job they did with the snow removal. He also complimented the administrative staff. He reminded Council during their Budget and Personnel meetings that the best assets are their own personnel.

STAFF UPDATE

Police Department

Officer Greenly advised that the Police Department had 64 calls for service which resulted in 6 investigations of criminal offenses. He reported that they included 2 aggravated assaults, 1 driving under the influence of alcohol, 1 drunk in public, 1 drug violation, 1 weapon law violation and 1 fraud. He added that there were 5 arrests. He stated that the Department issued 28 summonses for traffic offenses and issued 6 warning tickets. Officer Greenly also reported that the Police Department had their Annual Senior Luncheon. He stated that there were 92 people in attendance.

Mayor Tarr thanked Officer Greenly and asked that he pass the thank you on to Chief Lewis for all the did today at the Luncheon.

Public Works Department

Public Works Director Spurlock advised that the monthly report has been included in the agenda packet. He updated Council on the North Main Street waterline replacement project advising that it is complete. However, they're waiting on samples from the Health Department to activate

the main and connect the services. He stated that they have done some drainage work also and Branscome will be paving so they can wrap the project up.

Councilman Taylor feels they did a good job getting it done on time and having to work around all the traffic at the school.

Councilman Jester suggested crusher-run in town to fill or build up where the roadwork being done.

Public Works Director Spurlock stated that he discussed this with Branscome and will be done in the morning.

Vice Mayor Leonard asked if the corner of Main and Hallie Whealton Smith is going to be an access point or just a corner for parking along the edge of the grass in front of the annex at the school.

There was further discussion.

General Government

Town Manager Ritter reported that the EMS responded to 59 calls in February 2014 which is 5 less than February 2013; there were 28 ALS calls; and 16 BLS. He stated that they also applied for a grant for the Fire Department to purchase a new ambulance and 2 new stretchers. They are planning for the ANTARES launch for May 8th. He reported that staff has worked on mailing Business License renewals and certified letters for delinquent real estate taxes. He also added that the Town decals are in and will go on sale March 14th at the fee of \$27.00. He also reported that the supplemental tax bills have been mailed. He advised that the Event Calendar is posted on the website. He advised that per Mr. McCauley, the CCP will not come out this month but, hoping it comes out next month.

There was discussion about the release of the CCP.

Town Manager Ritter advised that the Recreation and Community Enhancement Committee will have a playground workshop Thursday, March 6th at 5:00 p.m.

Councilman Jester asked about a boat at the Harbor.

Town Manager Ritter stated he will discuss this with Harbormaster Merritt tomorrow.

AGENDA ADDITIONS/DELETIONS AND ADOPTION

Councilman Howard motioned, seconded by Vice Mayor Leonard to adopt the agenda with the exclusion of a closed meeting. Unanimously approved.

1. Consider Adoption of the Minutes

Vice Mayor Leonard motioned, seconded by Councilwoman Richardson to adopt the minutes of February 3, 2014, as presented. Unanimously approved.

2. Chincoteague Cultural Alliance Presentation and Grant Request

Mr. John Beam gave an account of the events that the CCA has been doing, the upcoming events and new ideas. He asked Council on behalf of the CCA if they would agree to match the grant again this coming year. He stated that it is doubly important as they are in the process of purchasing the building they are currently in on Church Street. He added that the CCA appreciates everything the Town does for them.

There was discussion.

Councilman Taylor stated that the CCA is doing a great job and keeping art affordable or free which is important for the Community.

Mr. Beam added that this is because of the grant.

Councilman Jester asked about the relationship between CCA and CIAO. He feels it's important as the grant is for the arts and they would like to see it be utilized for both organizations.

They discussed the possibility and funding of a platform in the Robert N. Reed, Sr. Downtown Waterfront Park. They also mentioned Mother Earth Day.

Mayor Tarr asked Council's pleasure for the matching funds of the grant.

Council agreed to allow the CCA to apply for the grant and put the matching \$5,000 in the budget for the upcoming year.

Mr. Beam thanked Council for all they do.

3. Sign Honoring Land Owners Who Donated Property to Veterans Memorial Park

Councilman Jester explained that there was discussion regarding signage honoring the land donors for Veterans' Memorial Park. He read the proposed sign and feels this is a good recognition of the families. He requested that Council approve the sign.

There was brief discussion.

Councilwoman Richardson asked if the Committee thought about a kiosk at the Park showing the donors and history.

Councilman Jester feels this is a good idea also.

Councilman Howard motioned, seconded by Councilman Taylor to approve the sign as presented. Unanimously approved.

4. New Fence for Curtis Merritt Harbor of Refuge

Public Works Director Spurlock stated that they have obtained bids for the fencing along the west perimeter of the Curtis Merritt Harbor of Refuge. He recommended approving Hercules Fencing with the low bid of \$12,250.00.

There was brief discussion.

Councilman Howard motioned, seconded by Councilman Muth to approve a contract award to Hercules Fencing in the amount of \$12,250.00 at the south perimeter of the Curtis Merritt Harbor of Refuge. Unanimously approved.

Vice Mayor Leonard asked when they would start.

Public Works Director Spurlock advised within the next 2 weeks.

5. Consulting Service for the Hallie Whealton Smith Drive Drainage Improvement

Public Works Director Spurlock advised that Clark Nexsen gave a reasonable proposal of \$17,690 to provide the professional engineering consulting services to design drainage improvements on Hallie Whealton Smith Drive. He recommended that Council approve the proposal from Clark Nexsen. He added that they have done the survey for the Safe Routes to School and feels they are familiar with this project.

There was discussion as to the process and permits for the project along with the plans for a larger pipe and the permitting process.

Councilman Howard motioned, seconded by Vice Mayor Leonard to award Clark Nexsen the contract for consulting services for the Hallie Whealton Smith Drive drainage improvements in the amount of \$17,690.00. Unanimously approved.

6. Budget and Personnel committee Report of February 11, 2014

• Revised Director of Transportation Job Description

Mayor Tarr entertained questions or comments. He advised that they have started the FY15 Budget review. He stated that they have asked to include the job description change for the Trolley Manager.

Town Manager Ritter advised the changes are housekeeping changes. He added that the Budget and Personnel Committee recommends the changes.

Mayor Tarr suggested removing two (2) on the first line regarding routes. Council agreed.

Councilman Muth motioned, seconded by Councilwoman Richardson to approve the revisions to the job description of the Director of Transportation including the change to strike the word two (2) on the first line regarding routes. Unanimously approved.

7. Ordinance Committee report of February 13, 2014

Councilman Howard reported that they have completed the review of the Draft Flood Plain Ordinance. He advised that the issues or concerns have been reviewed and covered. He stated there was a lot of public participation. He added that Supervisor Thornton suggested that before they approve the Flood Plain Ordinance they should get everything in writing from FEMA.

Councilman Howard advised that FEMA will be meeting with staff March 12th. He added that the comments will be heard at the March 20th workshop and on the April 7th agenda.

There was discussion regarding a no cost permit for fill along with the Ordinance for strapping down fuel tanks and having a positive impact down the line.

8. Mayor & Council Announcements or Comments

Councilwoman Richardson thanked Council for their flowers and calls.

Councilman Jester referred to the power failure and asked that the Town send a letter to ANEC thanking their crew for going out in the snow to get the power back on.

Councilman Howard agreed that they are dedicated.

Councilman Muth stated that it is important to have people volunteer for the CCA.

Councilman Taylor expressed how blessed the Town is and should give thanks to all who help out the Town. He added that it takes all the departments and the volunteers to make it what it is. He mentioned the luncheon and how nice it is to feel appreciated.

Councilman Howard agreed with Council that this is a nice place to live. He stated that he has asked the people who buy places here what they like most about Chincoteague. He advised that their response is they like the sincerity of the people.

Public Works Director Spurlock advised that he received the scholarship for the conference of Design Built Institute for Water and Wastewater Projects.

Adjourn

Councilman Howard motioned, seconded by Vice Mayor Leonard to adjourn. Unanimously approved.

Mayor

Town Manager