REGULAR COUNCIL MEETING
A G E N D A

TOWN OF CHINCOTEAGUE

August 5, 2013 - 7:00 P.M. - Council Chambers - Town Hall

CALL TO ORDER

INVOCATION BY COUNCILMAN TAYLOR

PLEDGE OF ALLEGIANCE

PRESENTATION

OPEN FORUM / PUBLIC PARTICIPATION

STAFF UP-DATE

AGENDA ADDITIONS/DELETIONS AND ADOPTION:

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1. Consider Adoption of the Minutes
    - Regular Council Meeting of July 1, 2013 **(Page 2 of** 8**)**

2. Accomack County Board of Supervisors Update (Honorable Wanda Thornton)

3. Mayor & Council Announcements or Comments
    (Note: Roberts Rules do not allow for discussion under comment period)

ADJOURN:

MINUTES OF THE JULY 1, 2013
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
Gene W. Taylor, Councilman
Tripp Muth, 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.

Mayor Tarr made several presentations:

CERTIFICATE OF RECOGNITION

PRESENTED TO

Mrs. Louise Savage Quillen

WHEREAS, Mrs. Louise Savage Quillen is being honored by Mayor Tarr and the Chincoteague Town Council to celebrate her rewarding 96 years of life; and

WHEREAS, Mrs. Quillen was born on August 27, 1916, and has been a member of this community all of her life; and

WHEREAS, she married Newman Quillen in 1936 and this union was blessed with 2 children, 5 grandchildren, and 6 great grandchildren; and

WHEREAS, throughout her life, she has demonstrated in countless ways her dedication to the welfare of others and has earned the respect and affection of people from all walks of life and all ages;

NOW, THEREFORE, by virtue of the authority vested in me as Mayor of the Town of Chincoteague, I do hereby deem it an honor and pleasure to extend this tribute to Mrs. Louise Savage Quillen in celebration of her long and productive life and wish her many more happy years in the future.

DATED this 1st day of July, 2013.

Mayor John H. Tarr

Attest:

Robert G. Ritter, Jr., Town Manager

CERTIFICATE OF RECOGNITION

PRESENTED TO

Mrs. Lillie Mae Walker Birch

WHEREAS, Mrs. Lillie Mae Walker Birch is being honored by Mayor Tarr and the Chincoteague Town Council to celebrate her rewarding 91 years of life; and

WHEREAS, Mrs. Birch was born on September 11, 1921, and has been a member of this community all of her life; and

WHEREAS, she married Harry Arthur Birch and they were blessed with 60 years together prior to his passing. This union was also blessed with 2 children, 2 grandchildren, 4 great grandchildren, and 2 great great grandchildren; and

WHEREAS, throughout her life, she has demonstrated in countless ways her dedication to the welfare of others and has earned the respect and affection of people from all walks of life and all ages;

NOW, THEREFORE, by virtue of the authority vested in me as Mayor of the Town of Chincoteague, I do hereby deem it an honor and pleasure to extend this tribute to Mrs. Lillie Mae Walker Birch in celebration of her long and productive life and wish her many more happy years in the future.

DATED this 1st day of July, 2013.

Mayor John H. Tarr

Attest:

Robert G. Ritter, Jr., Town Manager

Mayor Tarr thanked Councilwoman Richardson for helping him put this together.

OPEN FORUM/PUBLIC PARTICIPATION
Mayor Tarr opened the floor for public participation.

There was none.

STAFF UPDATE
Planning Department
Town Planner Neville stated that the Planning Report is included in the packet. He advised that the Planning Commission made a recommendation to Council regarding the sign ordinance. He added that it will be discussed later in the meeting. He advised that there will be no Planning Commission meeting in July. They are hoping in the next 3 meetings to review the Subdivision Ordinance. He asked Council to let them know if they have any issues to be discussed. He stated that there will be a "minimum" zoning review of a subdivision of 2 lots or more. They are also interested in the sidewalk policy. He mentioned that the Transportation Technical Advisory Committee has two road segments that are due for a classification upgrade. He advised that VDOT is looking at the vehicle counts for this. He added that if there is an upgrade in classification, the road width may have to increase in the future from 10' to 12' per lane.

Town Planner Neville added that VDOT is planning to upgrade the functional classification of Route 175 (the Causeway) and Maddox Boulevard from the traffic circle to Assateague. He reminded Council that FEMA will be presenting the new Flood Plain Maps in Accomack on July 31st.

Vice Mayor Leonard asked if there was a report regarding the CCP.

Town Planner Neville stated that he was advised a couple of weeks ago that it was moving through the review process which could be 30-60 days. He stated that it is scheduled to be distributed by the end of August or first of September.

Vice Mayor Leonard feels that if the report was distributed prior to the summer months then visitors would have time to review it and express their concerns to their Senators.

Police Department

Sargent Fisher advised that the monthly report was included in the agenda packet. He added that at approximately 11:15 a.m. the 911 calls have been forwarded to Accomack 911 for a 30 day trial period.

Mayor Tarr advised that there will be a meeting mid-month and at the end of the month for an update.

Councilman Jester asked about the new moped/scooter law regarding helmets.

Sargent Fisher advised that they have advised the rental shops and campgrounds of the change and are planning to warn everyone they can.

Councilman Howard reiterated the law and asked if there were inquiries.

Sargent Fisher responded that there have been many inquiries. He advised that it has been put on the social media; Facebook and on the website. He also stated that according to the state law as of July 1st driving and texting is not legal. He added that if they see someone texting and driving they can stop them as it is now a primary offense. Sargent Fisher also advised that the helmet must be DOT approved.

There was further discussion regarding riders and age limits.

Public Works Department

Public Works Director Spurlock advised that the monthly report has been included in the agenda packet. He advised of a study for Fowling Gut to be released next week.

There was brief discussion.

Councilman Howard mentioned the repair to a sinkhole on Church Street extended.

Public Works Director Spurlock advised that this was from a man-made storm drain that someone ran under the road that has caused that road to sink.

General Government

Town Manager Ritter reported that there were 77 EMS responses for the month of June which is up 2 from June 2012. He added that 44 were life support, 18 basic life support and 15 other. He reported that they will be advertising for the Downtown Revitalization Project in mid-July. They

should be able to start the middle to the end of September. He reported that the compliance review for the Eastern Shore Broadband grant went well.
Town Manager Ritter advised they attended an organization meeting regarding July 4th fireworks. There will be a staff organization meeting for Pony Penning on the 22nd. He reported that staff has been working on the end of the fiscal year closeout along with opening up the new fiscal year. He added that the newsletter will be going to the Beacon.

There was discussion regarding the end of year financial reporting.

Town Manager Ritter reported that the Eastern Shore Communications is in the process of obtaining their FCC license prior to beginning work. He advised they will be meeting this week. They would like to know when the 1 year trial period will begin.

Councilwoman Richardson asked if the Town has received any money from the cleanup from Hurricane Sandy.

Public Works Director Spurlock added that the Town has received part of the money from Hurricane Sandy. He explained that part of this comes from the VDEM and the other part comes from FEMA.

AGENDA ADDITIONS/DELETIONS AND ADOPTION
Councilman Muth motioned, seconded by Vice Mayor Leonard to adopt the agenda as presented. Unanimously approved.

1. Consider Adoption of the Minutes

- **Regular Council Meeting of June 3, 2013**
- **Special Council Meeting of June 20, 2013**

Councilman Howard mentioned a section that needed a correction in the adoption of the state Vehicle Code. He also questioned the approval of only Task #2 for the Engineering Design Proposal for the Downtown fishing pier.

Councilwoman Richardson motioned, seconded by Vice Mayor Leonard to adopt the minutes as corrected. Unanimously approved.

2. Harbor Committee Report of June 6, 2013
Vice Mayor Leonard stated that the fuel system is up and running. He also stated that the new ice machine is very convenient. He then reported that the dredging is complete they only dredged the boat slips, not the entrance.

Town Manager Ritter advised that the dredging company will be returning to dredge over to Wallops this winter and they use the Harbor with their tugs which also helps pump out the Harbor.

3. Discuss the Schedule for the Veterans' Memorial Park Boat Ramp Repairs

Town Manager Ritter reported that Mr. Dean Fisher advised he could begin August 15th. He stated that after he met with Public Works Director Spurlock, they decided to begin after Labor Day. He reported on the scope of work.

Councilman Howard asked how long it has been since they repaired the boat slip.

Town Manager Ritter believes it has been longer than 10 years.

4. Discuss the Possibility of Scheduling a Public Hearing on the Zoning Ordinance for Commercial Signs

Town Planner Neville reviewed the staff report. He advised that this addresses several specific problems. The Planning Commission was asked the question of whether there was a problem with the way the sign ordinance is constructed as it's applied to larger properties with multiple buildings with multiple businesses. He explained how this took shape. He advised that the Planning Commission has reviewed the revisions along with graphics to illustrate different scenarios. The Planning Commission has recommended moving forward with Town Attorney Poulson's recommendation. He advised that there were several choices to be made. They took a vote on the recommendations. He stated that depending on the outcome of this evening's comments, this should probably be discussed at a workshop allowing Town Attorney Poulson to review it once more prior to going forward with the public hearing.

Town Planner Neville stated that the existing regulation which limits permitted sign area based on building width would be deleted thereby allowing businesses to qualify for up to 100 square feet of permitted sign area for each main structure. He feels the intent is to solve the problem of a business with no available signage. He showed an example of the same illustration.

Town Manager Ritter summarized the Planning Commission's recommendations in Town Attorney Poulson's review and recommended choices.

Councilman Jester suggested that once they decide this, there should be some information to give to new businesses so they will know what the rules are regarding signage.

Town Planner Neville feels it is difficult to sort through every possible option. He feels the improvements that Town Attorney Poulson has recommended are good and they should decide between the choices he offered.

Councilman Jester suggested letting the Chamber of Commerce know about the recommended changes so they can contact the businesses for the public hearing. He added that this will allow some feedback.

There was discussion about freestanding signage.

Councilman Howard feels that this is a lot of information. He asked for clarification of having one business using up the 100 square feet of signage as opposed to several businesses advertising on the 100 square feet. He asked if they would have to divide up the sign.

Town Planner Neville stated that in recognizing this, the solution would be to keep the language in that if you're a 2nd or 3rd business in that building you would get an additional 20 square feet of signage.

Mayor Tarr agreed to have a workshop on the Planning Commission's recommendations.

There was further discussion.

5. Mayor & Council Announcements or Comments

Vice Mayor Leonard advised that the North Accomack Little League was participating in All-Stars.

Council commented on the middle school boys' baseball going undefeated this year.

Councilwoman Richardson stated that a citizen commented on how well the Robert N. Reed Downtown Waterfront Park is kept and looks.

Town Manager Ritter informed Council that the Transportation Enhancement Grant from Cleveland Street to the Fire Station back down to Bridge Street is $427,000 with $106,000 required as the Town's match which totals $533,000. He added that this will include some improvements to Bridge Street. He stated that the Town's match will be discussed in next year's budget.

Adjourn

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

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Mayor Town Manager