

MINUTES OF THE JANUARY 24, 2012
CHINCOTEAGUE TOWN COUNCIL WORKSHOP

Council Members Present:

John H. Tarr, Mayor
Ellen W. Richardson, Vice Mayor
John H. Howard, Councilman
Nancy B. Conklin, Councilwoman
John N. Jester, Jr., Councilman
Tripp Muth, Councilman
Terry Howard, Councilman

Council Members Absent:

None

CALL TO ORDER

Mayor Tarr called the meeting to order.

INVOCATION

Councilman T. Howard offered the invocation.

PLEDGE OF ALLEGIANCE

Mayor Tarr led in the Pledge of Allegiance.

AGENDA ADDITIONS/DELETIONS AND ADOPTION

Councilwoman Conklin motioned, seconded by Vice Mayor Richardson to adopt the agenda as presented. Unanimously approved.

1. Review of the Draft Fiscal Forecast of Budget Years 2013-2017

Town Manager Ritter reviewed the current Statement of Expenditures. He advised that the second notices for delinquent taxes have been mailed. He also stated that Business License Renewals will be mailed in the next couple of weeks. They touched base on motor vehicle decals.

Finance Director Hipple explained the process of putting stops on the vehicles of unpaid taxes through the DMV. There was further discussion about collections of delinquent taxes. She recommended eliminating decals and adding the fee to the personal property tax bills.

Town Manager Ritter continued to review the current Statement of Revenues and Expenditures.

There were questions and discussion about specific line items.

There were concerns expressed about the County's proposed Fire Tax and plans to meet with the Fire Company to discuss this matter further.

There was discussion about the "Line of Duty" Program through VRS. Finance Director Hipple explained the program and benefits. She advised that Council has to make a decision prior to July 1st, 2012 if they would like to go with VRS or another carrier. She advised their decision will be set in stone and there is no going back if there is a change. She suggested that the Town

sets guidelines and recommended a switch from VRS. She doesn't feel they are equipped to handle the program for the Town.

The review continued. Questions were raised about the Fire Department donation. Council then discussed specific current budget line items from each department.

Council reviewed the projected revenues through FY 2017 expressing future plans of additional revenues and sources. They moved on to the projected expenditures through FY 2017.

There was a question about the Housing Rehab Fund. Finance Director Hipple explained the remaining balance and where it originated.

Council also discussed the new SCADA system and how it is benefiting the Town. They talked about routine building maintenance and allowing a little more in the budget for possible upgrades and upkeep. They also touched on capital improvements.

2. Review of the Local Government Investment Pool (LGIP) Savings

Town Manager Ritter and Finance Director Hipple reviewed the Analysis Report. There were questions and discussions about transfers to and from LGIP for reserve or projects. Council agreed the line item for long-term replacement for the Harbor should be put back in the budget.

3. Review of a Possible Budget Amendment

Council reviewed the list of proposed budget amendments. There was minor discussion.

4. Committee Member Comments

Mayor Tarr stated he would like to see projections for 5 years for the LGIP.

Councilman J. Howard asked about cutting grass for the Little League fields.

Mayor Tarr instructed Public Works Director Spurlock to contact the Little League. He stated that there was previous discussion about reviewing Town Planner Neville's salary. He advised this will be discussed at the February meeting in closed session. He also asked Council's permission to get a plaque for the Police Department for their accreditation accomplishment along with a letter of recommendation in Chief Lewis' file for his work on this. Mayor Tarr instructed Town Manager Ritter that when the Team arrives in February to present Chief Lewis with the formal certification he would like the media invited.

Adjourn.

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

Mayor

Town Manager