

MINUTES OF THE JANUARY 6, 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
Gene W. Taylor, Councilman
Terry Howard, Councilman

Council Members Absent:

Tripp Muth, 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.

· Ms. Teresa Bulger stated that the residents on Filmore Street have formed somewhat of a garden club. She urged people to say “thank you” for those who go above and beyond their call of duty. She presented Public Works Director Spurlock with a trophy and thanked him for working with them and helping them. She advised that they would be doing this each year.

STAFF UPDATE

Police Department

Chief Lewis advised that the monthly report was included in the agenda packet.

Mayor Tarr thanked Chief Lewis for the yearly totals included in the report.

Public Works Department

Public Works Director Spurlock advised that the monthly report has been included in the agenda packet. He stated that they look forward to getting back to work on both of the Main Street projects.

Councilman Howard asked if the dead trees have been removed from the nature trail.

Public Works Director Spurlock advised they have removed a couple of them behind the shop but plans to remove more when the weather warms up.

Councilman Taylor also expressed his appreciation for all that the Public Works Employees do. He mentioned the work they did on the water line along the Causeway. He added that the Town is blessed to have them and all the staff.

Councilwoman Richardson added that the Public Works Employees missed the Christmas luncheon because of the work on the water line.

Councilman Howard feels Ms. Bulger put things into perspective.

General Government

Town Manager Ritter reported that EMS responded to 50 calls in December 2013 which is 10 less than December 2012. He stated that there will be an ANTARES rocket launch January 8th. He also stated that work started on the Downtown Main Street Project December 9th. He added that the completion date is April 28th. He reported that staff has been working on taxes, employee bonuses and the newsletter.

Planning Department

Town Manager Ritter reported that Town Planner Neville continues to work on the FEMA Flood Insurance Rates Maps. He stated that regarding the Virginia Storm Water Management Program a bill will be introduced to legislature this month.

Councilman Howard mentioned the source of revenues and mentioned that everything ended on the plus side. He feels that's commendable and is thankful.

Councilman Taylor asked if there was an update on the CCP.

Town Manager Ritter stated that after speaking with Mr. Joe McCauley, the CCP would be released possibly in March. He also stated that Mr. Joe McCauley will be acting manager for the CCP rollout.

There was further discussion.

AGENDA ADDITIONS/DELETIONS AND ADOPTION

Councilman Howard motioned, seconded by Vice Mayor Leonard to adopt the agenda as presented. Unanimously approved.

1. Adoption of the Minutes

Councilman Taylor motioned, seconded by Councilman Howard to adopt the minutes of the Regular Council Meeting of December 2, 2013. Motion carried.

Ayes: Leonard, Howard, Richardson, Jester, Taylor

Nays: None

Absent: Muth

2. County Update from Island Supervisor, the Honorable Wanda Thornton

Supervisor Thornton reported on the Storm Water Management Bill. She advised that she requested this and mentioned the length of time it has taken. She added that it is a problem

throughout the state not just the Eastern Shore. She feels it hasn't been well thought out. She stated that once legislature has reviewed the report she feels it will be delayed. Supervisor Thornton brought a notice from the Maryland Coastal Bays. She explained that it's a Notice of Intent to Establish Total Maximum Daily Load of Nitrogen and Phosphorous. She stated that it includes the Chincoteague Bay. She is urging Council to comment. She advised that she will urge the County to comment as this should not be implemented in Virginia. Supervisor Thornton would like to know what the Maryland Coastal Bays means by including the Chincoteague Bay in this notice. She reviewed the information regarding contamination in the report.

There was further discussion.

Supervisor Thornton also advised of a Conditional Use Permit to build 90 apartments at the Senior Citizens Complex adjacent to the Accomack Manor. She discussed the potential problems with the sewage facility and mass drainfields along with responsibility if this system fails. She is concerned with the approval for this mass drainfield system and not approving someone else's. She advised that she is not against this project, however, she feels everyone should be treated equal.

They discussed the unmanned aerial vehicle (UAV) contract with the Wallops Research Park.

Councilman Taylor thanked Supervisor Thornton and the County for pushing through the bill to exempt Chincoteague from stormwater regulation.

There was further discussion.

3. Approval of the bids on the Downtown Fishing Pier

Town Manager Ritter advised that the Town appropriated \$232,111 for fiscal year 2014 budget, Main Street Fund for the Bridge Street Fishing Pier. He stated that the Town has obtained a grant from the Virginia Marine Resources Commission /Saltwater Recreational Fishing Development Fund in an amount of \$129,083.00 with a matching fund up to \$103,028. He stated that the expenses to date include engineering costs of \$18,967. He reported that they have advertised for bids in a general circulated newspaper, on Contract 01-PIER-13 project and on bid opening day the Town received three bids.

Town Manager Ritter advised that staff recommends award of the contract to Fisher Marine Construction, Inc. based on being the lowest price and qualified bidder. He added that they are hoping to award the bid so that it can be completed before Memorial Day.

There was discussion.

Councilman Howard motioned, seconded by Councilman Taylor to award the contract to the lowest responsive bid from Fisher Marine Construction, Inc. in the amount not to exceed \$112,000 for the Contract 01-PIER-13, Recreational Fishing Pier. Unanimously approved.

4. Public Safety Committee Report of December 10, 2013

Mayor Tarr stated that the report was included in the Agenda Packet. He added that Mr. Bryan Rush has been awarded a grant to go to the Hurricane Center in Miami, Florida January 16th – 31st. He advised that it is a well-deserved grant that was approved through VDEM.

There was brief discussion.

5. Judging Results for Christmas Lights

Mayor Tarr read the results:

Judges Choice *

Residential

Arlene & Dill Wilgus

4169 Ridge Road

Most Themed *

Residential

Mr. & Mrs. Alfred Johnson

3510 Ridge Road

Judges Choice *

Commercial

Quilts by the Sea

Kathleen P. Woodhurst

4264 Main Street

Most Traditional *

Residential

Susan Birch

4051 Ridge Road

Honorable Mention □

Residential

Chuck & Tama Ward

5375 Main Street

Mr. & Mrs. Richard Betts

6317 Church St

Ms. Stephanie Bailey

6126 Fir Landing Road

Andrea and Kevin Stanley

5321 Meadow Drive

Honorable Mention □

Commercial

Wine, Cheese, & More

Kathy Mikel

4103 Main Street

Each category winner will receive a \$100 savings bond and a donated \$100 Gift Certificate to Bill's Seafood Restaurant. Each Honorable Mention will receive a donated \$50 Gift Certificate to Bill's Seafood Restaurant.

Mayor Tarr also added that there were new judges this year that enjoyed doing it. He also thanked Bill's Seafood Restaurant for their donations of gift certificates.

6. Trolley Operating Funds, Grant Application Resolution

Town Manager Ritter explained that the resolution is presented to Council each year. He reported that the amount this year is \$80,150 with the town's match of \$24,250. He added that this is more of a housecleaning resolution that's done each year.

There was discussion.

Councilman Howard motioned, seconded by Councilman Taylor to approve the resolution dated January 6, 2014 for the fiscal year ending on June 30, 2015 (FY15) authorizing Robert G. Ritter to apply for a grant to the Virginia Department of Rail and Public Transportation for \$80,150.00 to defray operating cost for the “the Pony Express”. The Town of Chincoteague will be responsible for matching funds of \$24,250.00. Motion carried.

Ayes: Leonard, Howard, Richardson, Jester, Taylor

Nays: None

Absent: Muth



**Resolution Authorizing the Application for
State Aid to Public Transportation for
Fiscal Year 2015 beginning 07/01/2014**

BE IT RESOLVED by the Mayor & Council of The Town of Chincoteague, Inc. that the Town Manager of The Town of Chincoteague, Inc. is authorized, for and on behalf of The Town of Chincoteague, Inc., hereafter referred to as the, **PUBLIC BODY**, to execute and file an application to the Department of Rail and Public Transportation, Commonwealth of Virginia, hereafter referred to as the, **DEPARTMENT**, for a grant of financial assistance in the of amount of \$80,150.00 to defray the costs borne by the **PUBLIC BODY** for public transportation purposes and to accept from the **DEPARTMENT** grants in such amounts as may be awarded, and to authorize The Town Manager to furnish to the **DEPARTMENT** such documents and other information as may be required for processing the grant request.

The Mayor and Town Council of The Town of Chincoteague, Inc. certifies that the funds shall be used in accordance with the requirements of Section 58.1-638.A.4 of the Code of Virginia, that the **PUBLIC BODY** will provide funds in the amount of \$24,250.00, which will be used to match the state funds in the ratio as required in such Act, that the records of receipts of expenditures of funds granted the **PUBLIC BODY** may be subject to audit by the **DEPARTMENT** and by the State Auditor of Public Accounts, and that funds granted to the **PUBLIC BODY** for defraying the expenses of the **PUBLIC BODY** shall be used only for such purposes as authorized in the Code of Virginia. The undersigned duly qualified Town Manager of the **PUBLIC BODY** certifies that the foregoing is a true and correct copy of a Resolution, adopted at a legally convened meeting of the Town Council of The Town of Chincoteague Inc., on the 6th day of January, 2014.

Robert G. Ritter, Jr., Town Manager
Town of Chincoteague, Inc.

7. Mayor & Council announcements of Comments

Councilman Taylor expressed his appreciation for all that the Police Department does for the community including the many volunteer hours.

Councilman Jester stated that the Town has had another good tourism year. He stated that the Town gets free advertising through the Chamber and in travel magazines. He also added that the website: chincoteague.com has a camera on the dock that shows sunsets. He feels that the Town could give Teddy Daisey, the webmaster of the site, some recognition for giving free advertising for the pictures and videos.

Councilman Howard added that the people of Chincoteague respond to the visitors with sincerity and hospitality. He stated that it makes a positive impression. He feels it's important to keep the community healthy and to promote the economy.

Adjourn

Councilman Taylor motioned, seconded by Vice Mayor Leonard to adjourn. Motion carried.

Ayes: Leonard, Howard, Richardson, Jester, Taylor

Nays: None

Absent: Muth

John H. Tarr, Mayor

Robert G. Ritter, Jr., Town Manager

MINUTES OF THE JANUARY 16, 2014
CHINCOTEAGUE TOWN COUNCIL BUDGET WORKSHOP MEETING

Council Members Present:

John H. Tarr, Mayor
Gene W. Taylor, Councilman (absent until item #1)
J. Arthur Leonard, Vice Mayor
Ellen W. Richardson, Councilwoman
John N. Jester, Jr., 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.

AGENDA ADDITIONS/DELETIONS AND ADOPTION

Vice Mayor Leonard motioned, seconded by Councilman Howard to adopt the agenda as presented. Motion Carried.

Ayes: Leonard, Jester, Muth, Howard, Richardson

Nays: None

Absent: Taylor (Came late to meeting, absent for this portion only.)

1. Review of the Draft Fiscal Forecast of Budget Years 2015 – 2019

Town Manager Ritter explained that the 5 year forecast is to give Council an understanding from the current budget to 5 years out.

Town Manager Ritter reviewed the expenditures giving specific changes. Discussing donations and plans for Capital Improvement Projects.

There were further questions, explanations and discussions regarding E911 revenue and expenditures along with grants and the matching funds. They also discussed possible upgrades to the water meter system and continued reviewing the funds.

There was discussion about proposed tax increases. Town Manager Ritter then explained the increase of expenses in the Sanitation Contract over the next 5 years.

Finance Director Hipple noted some corrections.

Councilman Jester asked about the remainder of the promised funds from FEMA.

Finance Director Hipple reported that there has been contact and the rest of the money could be dispersed in 2014.

2. Review of Long Term Savings

Town Manager reviewed the report for long term savings from FY09 up to the first 6 months of FY14.

Finance Director Hipple reported that the interest earned was more from Shore Bank in 44 days than the interest earned from LGIP for the entire year. She added that the LGIP accounts weren't closed when the funds were transferred to Shore Bank. She continued reviewing the reserves.

3. Review of a Possible Budget Amendment

Town Manager explained the budget amendments. He advised that they were for Phase 2D of the Downtown Revitalization Project, another 6 months of the consulting firm and repairs along with the replacement of the pump for well #4. He advised that staff wanted to review the proposed amendment at this time to bring them to the February 3rd, 2014 Council meeting for adoption.

4. Committee Member Comments

Vice Mayor Leonard suggested talking with the Harbormaster to have the Harbor policed and cleaned up.

Councilman Howard commended Town Manager Ritter and Finance Director Hipple for a good job on the presentation.

Town Manager Ritter asked Council if they wanted the new fishing pier to be a free fishing site. He added that now is the time to apply for the permit as they are applying for the Memorial Park pier.

Council agreed that it should be free.

Town Manager Ritter stated they were saving discussion of the CCP for the February Workshop. He reported that it won't be out at that time. He advised that he will be attending a conference the week of the February workshop and asked if Council wanted to postpone.

Council agreed.

Councilman Howard asked about the times for fishing on the new pier when it is in operation.

Mayor Tarr stated that they have not discussed the rules as of yet.

Town Manager Ritter suggested sending this to the Parks and Recreation Committee.

5. Closed Meeting in Accordance with Section 2.2-3711(A)(7) of the Code of Virginia

Councilman Taylor moved, seconded by Vice Mayor Leonard to convene a closed meeting under Section 2.2-3711(A)(7) of the Code of Virginia to discuss legal matters. Unanimously approved

Vice Mayor Leonard moved, seconded by Councilman Jester to adopt a resolution of certification of the closed meeting. Unanimously approved.

WHEREAS, the Chincoteague Town Council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711(A)(7) of the Code of Virginia requires a certification by this Town Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Chincoteague Town Council hereby certifies that to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council.

VOTE: Ayes- Leonard, Jester, Howard, Richardson, Muth, Taylor

Nays- None

Absent- None

Adjourn

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

Mayor

Town Manager

MINUTES OF THE FEBRUARY 3, 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.

Mayor Tarr introduced and welcomed the Boy Scouts who were in attendance because of a badge they're earning.

OPEN FORUM/PUBLIC PARTICIPATION

Mayor Tarr opened the floor for public participation.

· Mr. Alex Hubb addressed Council representing the Marsh Point Townhome Association. He advised that they are seeking help from the Town regarding a tree that was struck by lightning and has since died. He stated that they are concerned with the condition of the now leaning tree that it will fall damaging cars or a residence. He reported that a letter was sent from the Association to the property owner with no reply. He asked what their options are.

Town Manager Ritter advised that he would speak to Building and Zoning Administrator Lewis regarding this matter.

STAFF UPDATE

Planning Department

Town Planner Neville reported that the Planning Report was included in the packed. He added that the Planning Commission was off to a good start in January with a couple of meetings in an attempt to update the Comprehensive Plan. He added that there is one item to be reviewed under the Virginia Code regarding Coastal Resource Management. He advised of the agenda items to be reviewed at the next meeting.

Town Planner Neville also reported that the Planning Commission has reelected officers. He stated that according to Mr. Joe McCauley with the Fish & Wildlife Service the CCP is

approximately 6 weeks out. He stated that the Safe Routes to School Project is still in the design stage. He also added that at the last Council meeting Supervisor Thornton raised an issue that the Worcester County, Maryland was talking about adopting a TDML standard for the Chincoteague Bay. He advised that after receiving information from the D.E.Q. he feels that we are ready to compose a letter.

Town Planner Neville also reported on the FEMA Floodplain Maps and compliance. He stated that the Town requested that the Town be exempt from the Virginia Storm Water Management Program. He added that Delegate Lewis submitted this change and it has been postponed until next year. He also stated that there were other legislative changes submitted asking the Governor to help in the case of another government shutdown and beach closures. He added that this didn't have enough strength to move forward and was tabled at the Committee level

Town Planner Neville stated that there will be a design workshop on March 6th at 5:00 p.m. for playground equipment and fundraising.

Police Department

Chief Lewis advised that the monthly report was included in the agenda packet. He had nothing further.

Public Works Department

Public Works Director Spurlock advised that the monthly report has been included in the agenda packet. He stated that January's activities were dominated by weather with snow removal.

Councilman Howard stated that he has received comments on how well the Public Works Department did with snow removal.

General Government

Town Manager Ritter reported that the EMS responded to 73 calls in January 2014 which is 2 less than January 2013; ALS calls were 31; BLS were 25. He added that the Emergency Medical Staff continue to monitor the upcoming ANTARES launch which will be May 8th. He also added that EOC Coordinator Rush has recently returned from the FEMA Hurricane Center Conference.

Town Manager Ritter stated that staff has worked on mailing the 2nd notices for taxes and Business License Renewals. He reported that the vehicle decals have been ordered. He added that the application for the fishing license at the new pier downtown has been completed. He also added that the Veteran's Memorial Park fishing license has been renewed.

Town Manager Ritter advised that he is still working on the draft Event Calendar. He stated that the draft FY15 budget will be reviewed by the Budget and Personnel Committee. He also reminded Council that he will be going to the VLGMA Conference on February 19th through the 21st.

Councilman Howard asked Town Manager Ritter to review the revenues as the resources are up. He also asked about the Debt Setoff Program.

Town Manager Ritter explained that the Debt Setoff Program is handled by Finance Director Hipple.

Finance Director Hipple advised that the Debt Setoff Program is done through the Virginia Department of Taxation. She explained that it is a garnishment of the tax return or lottery winnings through the state. She added that the Town has been participating in this program for the last ten years. She explained that each year the Town has to submit a list of names of those delinquent taxpayers and those that owe the Town anything.

AGENDA ADDITIONS/DELETIONS AND ADOPTION

Vice Mayor Leonard motioned, seconded by Councilman Howard to adopt the agenda as presented. Unanimously approved.

1. Consider Adoption of the Minutes

- **Regular Council Meeting of January 6, 2014**
- **Council Budget Workshop Meeting of January 16, 2014**

Councilman Muth advised that he was absent at the January 6, 2014 Regular Council Meeting.

Councilman Howard motioned, seconded by Councilman Jester to adopt the minutes as corrected. Unanimously approved.

2. Introduction to Eastern Shore Tourism Director, Ms. Kerry Allison

Town Manager Ritter introduced Ms. Kerry Allison who is the new Director of the Eastern Shore Tourism Commission. He also congratulated Mrs. Evelyn Shotwell who has accepted the position of Executive Director of the Chincoteague Chamber of Commerce.

Mayor Tarr welcomed Ms. Allison aboard and welcomed back Mrs. Shotwell.

Ms. Allison addressed Council. She advised that she started with the Eastern Shore Tourism Commission in October of 2013. She stated that she has been coming to the Shore for over 30 years visiting her family. She explained what the Eastern Shore Tourism Commission has done for the Shore. She stated that Tourism is a big business and highly competitive. She talked about the upcoming workshop. She also advised that they are working on the digital footprints of the Shore. Ms. Allison also stated that tourism drives tourism dollars and tax base. She stated that she is very excited and looking forward to working with Council.

3. Financial Report Presentation by Robinson, Farmer, Cox Associates

Mr. Aaron Hawkins gave the annual presentation of the Town's FY 2014 Financial Report. He thanked Town Manager Ritter, Finance Director Hipple and staff for doing a good job and preparing for the audit. He reviewed and explained the Audit Report giving a brief review.

Councilwoman Richardson thanked Mr. Hawkins and Finance Director Hipple.

4. Public Hearing on a Possible Budget Amendment

Mayor Tarr opened the public hearing.

Town Manager Ritter explained the amendments. He advised that Phase 2B of the Downtown Revitalization Project has been bid out for the consultant in the amount of \$79,800. He added that \$63,840 is from the grant. And the Town's portion is \$15,960, which will be taken from the General Fund Savings. He advised that there is also the Recreation/Tourism expense of \$30,600 which will be taken out of the Recreation/Tourism Reserve for the consultant for another 6 months. He also advised that they will be transferring from the Water Reserve for the repairs to Well #4, which has been completed with a of cost \$40,939.

Mayor Tarr asked for public comment at this time. There was none, Mayor Tarr closed the public hearing. He asked for questions from Council. There was none.

Councilman Howard motioned, seconded by Vice Mayor Leonard to approve the budget amendments as presented. Unanimously approved.

5. Recreation and Community Enhancement Committee Report of January 14, 2014

· Repair or Removal of the Skate Park Fence

Councilman Jester reported that the Committee discussed the question of what they can do to improve the playground. He announced a meeting scheduled for March 6th and suggested having parents involved. He mentioned the associated costs. He also advised that they discussed the fencing for the Skate Park. He stated that the fence has been damaged. He asked Council's opinion if they should replace, repair or remove the fence around the Skate Park.

Councilman Muth asked if this would be a liability issue if the fence is removed.

Councilman Jester stated that a child could be injured doing anything.

Town Attorney Poulson asked if they currently attempt to regulate entry.

Mayor Tarr advised that they do. He added that this is a two part question. He stated that safety along the road is one issue and another issue is do they still need to regulate or should they remove the fence and allow them to skate at their own risk.

Town Attorney Poulson feels they should keep the fence around the Skate Park and continue to regulate it.

Councilman Howard feels there is a liability issue and the fence does cut down on that liability. He added that children will be children and feels that it protects them and the Town. He doesn't feel that the Town can supervise and have enforcement if it is open.

Town Attorney Poulson added that there would be no supervision and enforcement if the fence is removed.

There was further discussion about liability.

Councilman Jester wanted to know who would open and close it if they keep the fence and gate. He wants to see that it is done right.

There was discussion regarding signage.

Chief Lewis advised that there was a sign but it has been stolen.

Councilwoman Richardson feels that the fence should remain. She stated that it is a safety issue. She suggested that the fence by the volleyball court should be replaced also.

Discussion continued regarding use of the baseball field and the reasons for the Skate Park.

Town Attorney Poulson stated that if the Town is going to have the Skate Park they have to do it right. He recalled the debate about safety when the Skate Park was built.

Councilman Howard stated that it is important that the Town provide the necessary means for a safe Park.

Mayor Tarr added that the rules have been enforced and are posted. He stated that it has been operated the way it was supposed to be.

Councilman Muth motioned, seconded by Councilwoman Richardson to approve the repairs and or replacements as needed for the fence and signage to the Skate Park. Unanimously approved.

Councilman Jester also added that there has been discussion over time regarding the generous donation of the land by the Kingsbury, Savage and Toothill families for the Chincoteague Veteran's Memorial Park. He suggested a simple sign under the primary sign recognizing those families for the donation of the land to the Park.

Town Manager Ritter stated that the company that made the existing Park sign issued a quote for a 3' x 1' sign, which would cost \$375.

There was discussion about adding the signage.

Mayor Tarr directed Town Manager Ritter to obtain the information for the signage along with the cost to be presented at the next Council meeting.

6. Mayor & Council Announcements or Comments

Councilman Taylor thanked the Boy Scouts for attending. He stated that this age group gives him great hope. He asked Council to keep Mr. Wayne Tolbert in their thoughts and prayers. He stated that Mr. Tolbert does a lot for the Food Bank and the community. He added that it is great to have a Community that sticks together.

Councilman Howard added that both Mr. and Mrs. Tolbert have done a lot for the Community and they should be remembered in everyone's thoughts and prayers.

Councilman Muth commended Public Works Director Spurlock for the work he and his department has done with the snow removal.

Councilman Jester thanked Mr. David Johnson for all his emails regarding the events and things happening in the community.

Councilwoman Richardson also commended the Town employees for the good work they've done keeping the roads clear during the snow storm.

Adjourn

Councilwoman Richardson motioned, seconded by Vice Mayor Leonard to adjourn.
Unanimously approved.

John H. Tarr, Mayor

Robert G. Ritter, Jr., Town Manager

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 west 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

MINUTES OF THE MARCH 20, 2014
CHINCOTEAGUE TOWN COUNCIL WORKSHOP MEETING

Council Members Present:

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

Council Members Absent:

John N. Jester, Jr., Councilman

CALL TO ORDER

Mayor Tarr called the meeting to order at 5:00 p.m.

INVOCATION

Councilman Taylor offered the invocation.

PLEDGE OF ALLEGIANCE

Mayor Tarr led in the Pledge of Allegiance.

Mayor Tarr asked if anyone had anything to bring before Council.

- Mr. David Johnson commented on Council's good work.

AGENDA ADDITIONS/DELETIONS AND ADOPTION

Councilman Howard motioned, seconded by Councilwoman Richardson to adopt the agenda as presented. Motion carried.

Ayes: Leonard, Richardson, Howard, Muth, Taylor

Nays: None

Absent: Jester

1. Review the Draft Flood Ordinance, Chapter 30

Town Manager Ritter advised that changes have been made to the Draft Flood Ordinance since the last meeting in February and have been included in the packet.

Town Planner Neville reviewed and explained the changes.

Building and Zoning Administrator Lewis expressed his concern in Sec. 30-6 Penalty for Violations, regarding the Class 2 misdemeanor. He explained that a Class 2 misdemeanor is \$1,000 fine and up to 6 months in jail. He asked if the Town wants to arrest someone because of this. He recommended a Class 3 misdemeanor which is a fine of \$500.

There was lengthy discussion about the penalty.

Building and Zoning Administrator Lewis also explained that when the judge finds them in violation and guilty the fine is issued every day it is in violation.

Town Planner Neville continued with the review.

Councilman Howard asked Town Planner Neville to describe a couple of exemptions from the floodplain ordinance.

Town Planner Neville stated that a driveway or telephone pole along with a long list of others are not considered a land disturbance or as development. He continued with the review. He mentioned the Coastal A Zone and that on the Chincoteague flood map it would only apply if building on a sandbar.

There was further discussion.

Building and Zoning Administrator Lewis advised of the date that the map was created. He added this was the date that everyone had the opportunity to participate in the Flood Plain Program. He suggested that the Town is being penalized because they didn't participate when the FEMA maps were published.

Discussion continued regarding the different dates listed in the draft ordinance, structures, reasons for different elevations and the definitions.

Town Planner Neville explained that the Flood Plain Zones are considered Zoning Districts but are overlaying the underlying zoning districts. He advised of a few wording changes. He also added that the Zoning Administrator is also the Flood Plain Ordinance Administrator. He advised that Town Attorney Poulson wanted everyone to know the appeal process was through the Board of Zoning Appeals.

The review of the draft ordinance continued at length with questions, comments and clarifications.

They discussed the dates for the public hearing and deadlines for FEMA.

Mayor Tarr stated if there are no major concerns they'd like to have this on the agenda for April 7th.

Council continued to review asking further questions expressing specific concerns.

Town Planner Neville stated that it's important for FEMA to have uniform ordinances so they stand up in court on the national scale.

Building and Zoning Administrator Lewis commented about consistency.

There were a few more brief comments.

Town Planner Neville continued with the review.

Building and Zoning Administrator Lewis also explained the building issues associated with the draft ordinance.

Mayor Tarr commended Staff for all the work they've put into the draft ordinance. He asked Council's pleasure of putting this matter on the April 7th, 2014 Council agenda.

Council agreed.

2. Committee Member Comments

Councilman Taylor thanked Staff for addressing the citizens' and FEMA's concerns in the creation of the draft ordinance. He feels that they take their jobs seriously and go above and beyond their duties.

Mayor Tarr added that they discussed the rate increases at the meeting with FEMA representatives on March 12th and were given information about free training and programs along with helpful hints on extra points for the CRS program.

Vice Mayor Leonard agreed with Councilman Taylor on the great job staff has done. He also expressed his concerns regarding the bottlenecks on Hallie Whealton Smith Drive where the new sidewalk is. He advised that when cars are parked along the road there is only one lane to travel on and expressed that safety is an issue.

Town Manager Ritter advised that this will be discussed at the Public Safety Committee meeting.

Town Planner Neville advised that Ms. Karen Taylor at the last Safe Routes to Schools meeting has requested on behalf of the high school to have that area marked as a no parking zone.

Councilwoman Richardson also commented on the parking issues along the Hallie Whealton Smith Drive.

Councilman Muth commented on a completion date for the downtown sidewalk project.

Town Manager Ritter advised that because of the few bad days of weather they haven't been working. He added that they are supposed to be completed by May 7th. He also stated that as soon as the conduits are installed they will be putting the curbing and concrete base down. He hopes they have the base down by Easter.

There were further comments about the delay in the downtown project.

Councilman Howard asked about the discounts on the flood insurance because of this ordinance.

Mayor Tarr advised it is a 10% discount.

Building and Zoning Administrator Lewis explained how they have worked to get the discount to 10%.

Councilman Howard asked if this will help get it even lower.

Town Manager Ritter advised that FEMA has given the Town more tips to help get the discount at an even better rate.

Mayor Tarr mentioned the maps and advised that there will be more of an outreach to the citizens. He stated that this is an important change and will help. He also stated that the Town needs to educate the citizens so they can make their comments and appeals before it's too late.

Town Manager Ritter advised that there will be a Meals Tax Committee meeting Monday, March 24th at 7:00 p.m. He also announced a Cemetery Committee meeting on March 25th, at 6:00 p.m.

There was further discussion and comments regarding the downtown project.

3. Closed Meeting in Accordance with Section 2.2-3711(A)(3) of the Code of Virginia.

· Real Property

Councilman Howard moved, seconded by Councilman Muth to convene a closed meeting under Section 2.2-3711(A)(3) of the Code of Virginia to discuss real property. Motion carried.

Ayes: Leonard, Richardson, Howard, Muth, Taylor

Nays: None

Absent: Jester

Councilman Howard moved, seconded by Vice Mayor Leonard to reconvene in regular session. Motion carried.

Ayes: Leonard, Richardson, Howard, Muth, Taylor

Nays: None

Absent: Jester

Councilman Muth moved, seconded by Vice Mayor Leonard to adopt a resolution of certification of the closed meeting. Motion carried.

Ayes: Leonard, Richardson, Howard, Muth, Taylor

Nays: None

Absent: Jester

WHEREAS, the Chincoteague Town Council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711(A)(3) of the Code of Virginia requires a certification by this Town Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Chincoteague Town Council hereby certifies that to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this

certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council.

VOTE: Ayes- Leonard, Muth, Howard, Richardson, Taylor

Nays- None

Absent- Jester

Adjourn

Councilwoman Richardson made the motion, seconded by Vice Mayor Leonard to adjourn.

Motion carried.

Ayes: Leonard, Richardson, Howard, Muth, Taylor

Nays: None

Absent: Jester

Mayor

Town Manager

MINUTES OF THE APRIL 9, 2014
CHINCOTEAGUE TOWN COUNCIL SPECIAL MEETING

Council Members Present

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

1. Call to Order.

Mayor Tarr called the meeting to order at 9 a.m. for the purpose of reviewing the proposed FY'15 Budget.

2. Invocation.

Councilman Howard offered the Invocation.

3. Pledge of Allegiance.

Mayor Tarr led in the Pledge of Allegiance.

4. Adoption of Agenda.

Vice Mayor Leonard motioned, seconded by Councilman Muth to adopt the agenda. The motion was unanimously approved.

5. General Fund Expenditures.

Council reviewed the salary information and discussed at length cost of living adjustments, bonuses, pay for performance, merit increases etc.

Council also discussed health insurance and the amount that the Town's plan will increase, whether the Town will pick up the increase, or if changes in the plans were necessary to lower the cost.

Mayor Tarr asked for a breakdown of dispatcher's salaries before the next meeting.

Council discussed changing the Excess Tax – Meals ordinance so that Council could decide each year how the 5% that is currently reserved for drainage be divided or every other year also funding park improvements. The Ordinance Committee will address this and come back to Council with a recommendation.

Council discussed expenditures for general government, public works administration, mosquito control, facilities, roads, police department and dispatching.

Town Manager Ritter indicated that the Recreation-Tourism Expenditure 1% of transient occupancy tax did not include paying Alcida and Faye. Mayor Tarr asked that money for this expense be found within the budget and not from the Beach Reserve or by dropping a project to fund them.

6. Other Funds.

Council discussed expenditures for Main Street, Harbor, Trolley and Water funds.

Mayor Tarr stated that if broadband was to be utilized on Chincoteague, a tower was needed at the north and south ends. He asked that staff obtain pricing for towers and this matter be a working project for the Town. He does not want Broadband to fail on Chincoteague.

The proposed budget calls for the Harbor and Water to reserve money for future projects.

7. Revenues.

The proposed budget does not include increases in real estate tax, personal property tax, business license, building permits, excise taxes, or water rates. The proposed budget does include a \$0.50 increase in solid waste collection fee bringing the fee to \$2.00 per week. There is also a 3% increase in slip rentals at the Curtis Merritt Harbor of Refuge.

Councilman Muth motioned, seconded by Vice Mayor Leonard to increase the slip rental at the Curtis Merritt Harbor by 3%. The motion was unanimously approved.

8. Recess of Meeting.

Vice Mayor Leonard motioned, seconded by Councilman Muth to recess the meeting until Wednesday, April 16, 2014 at 9 a.m. The motion was unanimously approved.

Mayor

Town Manager

MINUTES OF THE APRIL 16, 2014
CHINCOTEAGUE TOWN COUNCIL SPECIAL MEETING

Council Members Present

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

1. Call to Order.

Mayor Tarr called the meeting to order at 9 a.m. for the purpose of reviewing the proposed FY'15 Budget.

2. Invocation.

Councilman Howard offered the Invocation.

3. Pledge of Allegiance.

Mayor Tarr led in the Pledge of Allegiance.

4. Motion to Reconvene.

Councilman Taylor motioned, seconded by Councilman Jester to reconvene the meeting from April 9, 2014. The motion was unanimously approved.

5. Fund Expenditures from Recessed meeting.

Town Manager stated that the Insurance for Health Care will not go up from the \$477 per month per employee from last year's budget. He reviewed the changes in the budget resulting in the savings with Health Care.

The major change was placing an additional \$30,600 in Attorney/ Legislative and Consultant line item. Also, placing the \$35,000 for the meals tax drainage money into a new line item called Parks and Recreation Reserve.

The discussion on dispatch salaries occurred with Mayor Tarr requesting staff to monitor the total hours used through out the year with the part time staff to see if there could be savings in the budget for next year.

The consensus of Council was to advertise the draft fiscal year 2015 budget as presented for a Public Hearing on Tuesday, June 3, 2014, at the regular Town Council meeting.

8. Adjourn of Meeting.

Vice Mayor Leonard motioned, seconded by Councilman Muth to adjourn the meeting. The motion was unanimously approved.

Mayor

Town Manager

MINUTES OF THE MAY 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.

· Ms. Nancy Lane, Mrs. Margaret Papadopoulos both with the CIAO and Mrs. Evelyn Shotwell the Director of the Chincoteague Chamber of Commerce, approached the Council. They invited Council to the Open House at the Island Theatre, Thursday May 8th at 6:00 p.m. They thanked Public Works Director Spurlock for the new brick walk in front of the theatre. They advised that they will be unveiling the Misty hoof prints at the Open House also. They added that it is a free event with a prize giveaway, music and the unveiling of the new stage. They advised of the upgrades made to the Island Theatre. They also added that there will be a showing of the music video “Happy” where some of the Town employees have made them very proud.

Mrs. Shotwell added that she feels it will be a special night for the Beebe Family with the unveiling of the Misty hoof prints and the Misty movie. She hopes that those who were in the movie will be in attendance as well to share their stories of Misty and the movie.

· Mr. Bruce Scott advised that the Eastern Shore of Virginia once again has a Civil Air Control Unit. He stated that they have a great cadet troop and would like to recruit more members.

Mayor Tarr asked Mr. Scott to give his information to Mr. Bryan Rush the Emergency Coordinator. He asked Town Manager Ritter to arrange a meeting with Mr. Scott and Mr. Rush.

- Mr. Bob Marz mentioned a problem with the drainage on Bunting Road. He advised that the water was pooling on a lot on the corner of Bunting Road and Hook Drive. He stated that because of a house that was built on that lot it is not draining properly on Bunting Road, Hook Drive that he maintains. He suggested a catch basin or help getting it to drain in Fowling Gut.

Mr. Marz also advised that he filled out the form to have the Police Department check his property during his vacation. He was informed by his neighbor of what a great job the police did with checking the property each evening during his absence. He expressed his appreciation.

Public Works Director Spurlock advised he is working on the drainage problem there to resolve the issue.

- Mr. Mike Meyers, of Salt Marsh Lane, discussed the potential problems the Island would see if there was a storm causing the beach to overwash over in July. He mentioned those visitors who would want their money back and leave. He asked if the Town had a “Plan B” and asked what it was.

Mayor Tarr advised that there isn’t an official plan but, there is an emergency plan. He stated they have contacted the Park Service and the motel owners. He agreed they need to develop an official plan.

Mr. Meyers wondered if the Refuge would allow buses to transport people and possibly use the service road.

Mayor Tarr stated that in 1997 there was a storm and this happened. He advised that they worked out a plan at that time for parking and beach access.

- Mrs. Shotwell thanked the Police Department, the Town of Chincoteague and Mr. Van Dame with the Trolley Service for all of their help to make the Seafood Festival a huge success.

Mayor Tarr thanked the Chamber for hosting this huge event that had a positive impact on the motels and local businesses.

Mrs. Shotwell advised that ticket sales were up from last year too. She again thanked all those involved.

STAFF UPDATE

Planning Department

Town Planner Neville expanded on the report already in Council’s packet. He advised that the Planning Commission is approximately halfway through with the 5 year update and review of the Comprehensive Plan. He stated that they are looking forward to the Council Workshop to discuss those items, some of which are included in the packet.

Town Planner Neville discussed the draft FEMA floodplain maps advising of the upcoming open house and stated the maps will be available for public viewing with FEMA representatives on May 13th.

Councilman Muth asked for an update on the CCP.

Town Planner Neville advised the Town Manager Ritter will include information on the CCP in his report adding that it is scheduled to come out this month.

Police Department

Asst. Chief Mills advised that the monthly report was included in the agenda packet.

Councilman Howard stated that he was at the forum where an issue was raised on how the Police Department was enforcing laws. He stated that regarding a particular case that individual felt that the Police was over-doing it. He asked about the report and the number of calls, the type and number of tickets issued. He wanted to know if it was all public information.

Asst. Mills advised that if there is a criminal arrest, it is public information. He stated that as far as traffic incidents or stops and warnings they are not public knowledge. He asked if there was a specific incident that he could help him with.

Councilman Howard advised that the person he was talking with presented this to the candidates at the forum. He asked if the report was public information.

Mayor Tarr responded that the report is public information.

Asst. Chief Mills also advised that the names are not public information and were not included in the report.

Councilman Howard stated that the report is relative to the tickets that they actually wrote. He feels that if people actually knew this they would have a different perspective and know if the Police Department was going too far. He believes that the Police Department is considerate and added that 'discretion is the better part of valor'.

Asst. Chief Mills added that they try to be fair.

Public Works Department

Public Works Director Spurlock reported that the monthly report was in the agenda packet. He updated Council regarding the fencing project at the Harbor. He stated they started today and should be done by the end of the week.

Councilman Howard asked about the sailboat that has sunk.

Town Manager Ritter advised that they are working hard to have this removed. He stated that letters have been sent and they have discussed this matter with the individual and at this time they are working on a plan so that they can raise it.

Councilman Jester asked if once it is raised, would it be leaving the marina.

Town Manager Ritter advised that it would be.

General Government

Town Manager Ritter reported that in addition to the Emergency Medical Report there was CPR training of 17 citizens. He added the OEMS Hardware Fund Grant was awarded, where they purchased 3 electronic tablets to facilitate moving all patient care reports to digital format. He stated that the ANTARES rocket launch has been postponed and will be June 9th. He reported on the progress of the Downtown Revitalization.

Town Manager advised that the Business License renewals were due by April 30th. He stated that if anyone hasn't renewed their Business License they need to do so. He also stated that the vehicle decals were due on the vehicles by April 15th and enforcement is in effect. He added that they have finalized the draft FY15 Budget which will be published in the paper.

Town Manager reported that Mr. Joe McCauley plans to present the draft CCP for the Wildlife Refuge on the 15th or 16th. He reminded Council of Student Government Day on the 15th, which wouldn't be a good day to meet with Mr. McCauley. He stated that he spoke with Mr. McCauley and May 14th would be the best day at 5:00 p.m for a briefing.

Mayor Tarr advised that this is a meeting to roll out the CCP to the public officials countywide so they can set meetings and timelines.

Councilman Taylor added that a beach is supposed to be wide with dunes, fencing and dune grass and maintained.

There was brief discussion and comments regarding the current situation of the beach.

Mayor Tarr reminded Council that the meeting is May 14th at 5:00 p.m. at the Refuge.

Councilman Howard would like to inform the public of the Town's revenues as they are all on the plus side. He added that we are a blessed community. He announced that there is an Ordinance Committee meeting scheduled for May 8th at 9:00 a.m.

AGENDA ADDITIONS/DELETIONS AND ADOPTION

Mayor Tarr asked to add item 7a to the agenda for Poppy Day Proclamation.

Councilman Howard motioned, seconded by Vice Mayor Leonard to adopt the agenda adding item 7a Poppy Proclamation. Unanimously approved.

- 1. Consider Adoption of the Minutes**
 - **Regular Council Meeting of April 7, 2014**
 - **Budget Workshop Meeting of April 9 & 16, 2014**

Vice Mayor Leonard motioned, seconded by Councilwoman Richardson to adopt the minutes of April 7, 2014 and April 9 & 16, 2014, as presented. Unanimously approved.

2. County Update from Island Supervisor Honorable Wanda Thornton

Supervisor Thornton reported about the bridge opening issues. She advised that she has contacted the U. S. Coast Guard. She stated that she will contact the gentleman from VDOT to change the schedule.

There was discussion about the inconvenience and Town Manager Ritter advised that he will send a letter from the Town.

Supervisor Thornton discussed the Draft FEMA Floodplain Maps. She advised that she spoke to some people who agree that those coming out of the floodplain shouldn't be required to have flood insurance. She stated that she supplied the Town with a list of the properties that were coming out of the flood plain.

Councilman Howard asked about not buying flood insurance for those homes coming out of the flood plain.

Supervisor Thornton added that she only heard this. She also reported that the household hazardous waste will be May 10th. She stated that they still have not adopted the Comprehensive Capital Improvement Plan for the County. She mentioned a couple of items on the agenda that have to be taken care of. She listed a few items. She added that there will be another meeting May 28th at 5:00 p.m.

Supervisor Thornton reported that a portion of the Atlantic Town Center was approved for the building of businesses there. She advised that the County decided to administer the Storm Water Ordinance instead of letting DEQ do it. She stated that they are shrinking the Enterprise Zone on the Shore. She added that the biggest issue is that in order to put an area into the Enterprise Zone, the entire parcel has to be included adding that it could become a serious limitation on how many areas may be included.

Mayor Tarr asked if it would have to include the already developed larger businesses.

Supervisor Thornton stated that if there is little or no potential of development they shouldn't include that property in the Enterprise Zone.

There was brief discussion and comments.

Supervisor Thornton also reported that that County is expected to receive the reimbursement for well over \$500,000 as a result of Hurricane Sandy. She noted that Perdue was refunded \$292,000 for personal property taxes by the County from 2010 – 2013 because of the change in classifications. She added that they were overcharged. Supervisor Thornton added that they are now accepting credit card payments at the landfill. She announced that the groundbreaking for the Research Park is June 9th at noon. She stated that they are working with Chesapeake Gas Company to possibly get natural gas in Accomack County. She spoke with the Public Works Director regarding the Recycling and Convenience Center on the Island and was advised that they will begin the improvements next week. She reported on the EMS and Fire calls per district stating that Chincoteague is up there in both. She reviewed the report: EMS: Greenbackville

13, Chincoteague 56, Saxis 3, Bloxom 52, Parksley 78, Onancock 51, Melfa 54, Wachapreague 11, Exmore 5, Onley 38, Oak Hall 85 and Tangier 11.

Supervisor Thornton mentioned the County's budget and stated that the reassessment was an eye opener. She stated that Chincoteague's 2013 value was \$923,928,700. She added that when they adjusted Chincoteague the total real estate value was \$906,704,200 dropping only 1.9%. She also added that Captain's Cove dropped 14.5%, which was the most. She advised of the real estate tax rate which is \$0.58 per hundred for everyone except Chincoteague which is \$0.49. She discussed the teacher's salaries focusing on administration and the early retirement program. She also mentioned the pay retired school employees receive for substituting. She mentioned that this isn't accounted for in the budget and could be a liability for the County.

There was further discussion.

Mayor Tarr thanked Supervisor Thornton for attending.

3. Resolution on the Annual Spring Clean-up, Paint-up, Fix-up Week

Mayor Tarr explained the resolution.

Councilman Howard motioned, seconded by Vice Mayor Leonard to adopt the Resolution on the Annual Spring Clean-up, Paint-up, Fix-up Week. Unanimously approved.



Resolution for Spring Clean up, Paint up, and Fix up Week

A RESOLUTION of the Town of Chincoteague Island, Virginia, to acknowledge the importance of Earth Day and support the community-wide activities and events that remind us of our Island's connection to the rest of the planet.

WHEREAS, we are fortunate to live in a Town so abundantly blessed with natural assets and we have a continuing responsibility for conserving our environment by keeping it clean, healthy, and beautiful; and

WHEREAS, the Town of Chincoteague Island and our citizens are committed, through the goals of the Comprehensive Plan, ordinances, policies and our actions, to the conservation and stewardship of our natural landscape, open space and sensitive environmental areas; and

WHEREAS, Chincoteague's Mother Earth Day is Saturday, May 10, 2014; Mother Earth Day will celebrate the beauty of our Island and involve people around the world over the course of several days; and

WHEREAS, during this celebration, we have the opportunity to demonstrate to ourselves, our neighbors, and our visitors, our commitment to a clean and beautiful town.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF CHINCOTEAGUE, IN COUNCIL MET:

1. That the week of May 10th – May 17th, 2014 is designated as **SPRING-CLEAN UP, PAINT UP, & FIX UP WEEK** in the Town of Chincoteague to coincide with the Mother Earth Day Celebration
2. That all organized and individual segments of our population participate in this noble effort by developing and carrying out imaginative clean-up, paint-up, and fix-up projects which will serve to enhance, restore, or maintain the beauty of all properties in our Island community.
3. All Spring Cleanup debris should be placed for pickup during the week of May 10 –May 17, 2013 so that our Town of Chincoteague will exemplify cleanliness and beauty and to kick off the Tourist Season. Calling the Town Office with the items to be picked up will ensure collection of said items.

John H. Tarr, Mayor

Attest: _____
Robert G. Ritter, Jr., Town Manager

4. Resolution on the 2015 Virginia Department of Transportation Revenue Sharing Litter Grant Program

Town Manager Ritter explained the Resolution stating that it's a housekeeping item that's done every year.

Councilman Howard motioned, seconded by Vice Mayor Leonard to adopt the Resolution of the 2015 Virginia Department of Transportation Revenue Sharing Litter Grant Program.
Unanimously approved.



RESOLUTION

WHEREAS, The Town Council of the Town of Chincoteague, Incorporated desires to submit an application for an allocation of funds of up to \$5,000 through the Virginia Department of Transportation, Fiscal Year 2015 Revenue Sharing Program; and,

WHEREAS, \$5,000 of these funds are requested to fund recycling collection fees along with the Spring and Fall Town Cleanup Projects;

NOW, THEREFORE, The Town Council of the Town of Chincoteague, Incorporated hereby supports this application for an allocation of up to \$5,000 through the Virginia Department of Transportation Revenue Sharing Program.

BE IT FURTHER RESOLVED the Town Council of the Town of Chincoteague, Incorporated hereby grants authority for the Town Manager to execute project administration agreements for any such approved revenue sharing project.

ADOPTED by unanimous vote of the Town Council on May 5, 2014.

John H. Tarr, Mayor

Attest:

Robert G. Ritter, Jr., Town Manager

5. Resolution on Designating Hurricane Awareness Week

Mayor Tarr explained the Resolution.

Vice Mayor Leonard motioned, seconded by Councilman Jester to adopt the Resolution on Designating Hurricane Awareness Week. Unanimously approved.



RESOLUTION Hurricane Preparedness Week 2014

Whereas, The Town of Chincoteague hurricane season officially begins June 1st and ends November 30th of each year. In order to heighten awareness, the week of May 25-May 31, 2014 has been designated "Hurricane Preparedness Week"; and

Whereas, with the Town of Chincoteague being an Island, is vulnerable to the devastating effects that a hurricane or tropical storm can cause. With the average land elevation of 3.5 feet above mean high tide could face loss of life and property if such a disaster occurs; and

Whereas, both public and private entities should develop emergency response and recovery plans in accordance with the local jurisdiction and local emergency management office. Such preventative action could save lives; and

Whereas, the Town of Chincoteague Emergency Management Division, the National Weather Service, and the Commonwealth of Virginia strongly suggest that all residents and visitors to the Town of Chincoteague be aware of the high winds, flooding and severe weather that may occur in conjunction with a tropical storm or hurricane.

Now, Therefore, Be It Resolved, that the Town Council' of the Town of Chincoteague, Virginia does hereby proclaim the week of May 25th – May 31st, 2012 as "Hurricane Preparedness Week: in the Town of Chincoteague.

John H. Tarr, Mayor

Attest:

Robert G. Ritter, Jr., Town Manager

6. Certificate of Recognition for National Public Works Week
Public Works Director Spurlock read the Certificate of Recognition.

Mayor Tarr thanked Public Works Director Spurlock and the Public Works employees for all they do.

Vice Mayor Leonard motioned, seconded by Councilwoman Richardson to adopt the Certificate of Recognition for National Public Works Week. Unanimously approved.



CERTIFICATE OF RECOGNITION
for
NATIONAL PUBLIC WORKS WEEK

WHEREAS, the Town of Chincoteague's Public Works Department is responsible for all Town facilities, mosquito control, roads, and water supply, treatment and distribution which are vital to the health, safety, and wellbeing of the people that reside on or visit Chincoteague Island; and

WHEREAS, such facilities and services could not be provided without the dedicated efforts of Chincoteague's public works professionals; and

WHEREAS, the Mayor and Town Council are grateful to all those who plan, design, build, operate and maintain the infrastructure which is essential to our people: and

WHEREAS, it is critical that the people of the Town of Chincoteague are educated about, and participate in, the shaping of public works programs in our community: and

WHEREAS, the year 2014 marks the 54th annual National Public Works Week sponsored by American Public Works Association;

NOW, THEREFORE, I, John H. Tarr, Mayor of the Town of Chincoteague, do hereby designate May 18 – 24, 2014, as **NATIONAL PUBLIC WORKS WEEK** in the Town of Chincoteague.

ADOPTED May 5, 2014.

John H. Tarr, Mayor

Attest:

Robert G. Ritter, Jr., Town Manager

7. Proclamation for Safe Boating Week

Mayor Tarr explained the Proclamation.

Councilman Howard motioned, seconded by Vice Mayor Leonard to adopt the Proclamation for Safe Boating Week. Unanimously approved.



PROCLAMATION

Americans are increasingly heading to the water for recreation and relaxation as the opportunities for on-the-water activities that grow each year. But with this growth comes additional responsibility. It is vital that both novice and experienced boaters alike practice safe boating habits---especially wearing a life jacket. Approximately 88 percent of those who die in boating-related drownings were not wearing life jackets.

WHEREAS, hundreds of lives could be saved each year by wearing life jackets and the law requires that wearable life jackets be carried for each person on board a boat.

WHEREAS, responsible boaters will learn the local boating regulations, master the “rules of the road”, not drink alcohol and boat, wear their life jacket, and respect fellow boaters.

WHEREAS, U. S. Coast Guard Auxiliary, Flotilla 12-06 Chincoteague provides safe boating instruction for all ages in order to prevent boating accidents and to teach rescue and survival techniques in case one does occur.

WHEREAS, boaters nationwide are wearing their life jackets this week and year round to recognize National Safe Boating Week with the theme, “Life Jacket. WEAR IT! a habit we can live with!”

NOW THEREFORE, BE IT RESOLVED I, Mayor John H. Tarr, proclaim May 17 through 23, 2014 as National Safe Boating Week within the Town of Chincoteague and encourage all boaters to wear their life jacket, boat responsibly, and enroll in a safe boating class.

DATED this 21st , day of April, 2014

Mayor John H. Tarr
Town of Chincoteague, Inc.

BMC. Hank Deatrich
Officer in Charge
U. S. Coast Guard
Station Chincoteague

Jane C. Peake
Flotilla Commander 12-06
U. S. Coast Guard Auxiliary

7a. Proclamation for Poppy Day

Town Manager Ritter advised that they received the request for a Proclamation from the American Legion Auxiliary. He then read the Proclamation.

Councilwoman Richardson asked where they could get a poppy.

Mayor Tarr advised that the American Legion will have them and distributing them, May 17th along with requesting donations to keep this day going.

Councilman Taylor motioned, seconded by Vice Mayor Leonard to adopt the proclamation for Poppy Day. Unanimously approved.



Poppy Day Proclamation

Whereas, America is the land of freedom, preserved and protected willingly and freely by citizen soldiers; and

Whereas, millions who have answered the call to arms have died on the fields of battle; and

Whereas, a nation must be reminded of the price of war and the debt owed to those who have died in war; and

Whereas, the Red Poppy has been designated as a symbol of sacrifice of lives in all wars; and

Whereas, the American Legion Auxiliary has pledged to remind America annually of this debt through the distribution of the memorial flower,

Now, therefore, I, John H. Tarr, Mayor of the Town of Chincoteague, Virginia, do hereby proclaim, May 17, 2014 as Poppy Day and ask that all citizens pay tribute to those who have made the ultimate sacrifice in the name of freedom by wearing the Memorial Poppy during this week.

Dated this 5th day of May, 2014.

Mayor

Attest:

Town Manager

8. Mayor & Council Announcements or Comments

Councilwoman Richardson wished Mayor Tarr a "Happy Birthday".

The Town Council and meeting attendees all sang “Happy Birthday” to Mayor Tarr at the suggestion of Councilman Howard.

Vice Mayor Leonard wished the candidates well and encouraged citizens to vote. Councilman Jester thanked those who attend the Council meetings.

Councilman Muth encouraged everyone to vote at the elections tomorrow.

Councilman Taylor expressed that he was going to miss not voting for Councilman Howard. He stated that it is great after so many years to see the smile on his face. He mentioned how much it takes to come together to make the Town and special events a success. He added that he will miss Councilman Howard as it won’t be the same without him. He advised that he hopes the one who fills the seat is deserving of it.

Councilman Howard stated that whenever he feels down wherever he goes that he hopes Councilman Taylor is there. He stated that Councilman Taylor makes him feel good. He stated that it’s been a pleasure. He appreciates everything everyone does in the community. He also stated that he likes the expression “let’s build bridges instead of walls”. He added that it behooves us to listen and learn from the people. He concluded that if they do build walls instead of bridges the Island would suffer.

Vice Mayor Leonard announced that the Chincoteague Middle School both softball and baseball teams went undefeated this season. He added that this is a feat and wanted to inform the public.

Mayor Tarr reminded everyone to vote tomorrow. He asked about AED training. He directed Town Manager Ritter to ask Coordinator Rush form an AED class.

Adjourn

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

Mayor

Town Manager

MINUTES OF THE MAY 15, 2014
CHINCOTEAGUE TOWN COUNCIL WORKSHOP 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
Terry Howard, Councilman

Council Members Absent:

Tripp Muth, 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.

INTRODUCTION OF STUDENT GOVERNMENT DAY STUDENTS

Mayor Tarr thanked Mr. Holland, Principal of Chincoteague High School for allowing the students to participate in this event each year. He introduced the Student Government Mayor, Ms. Jessica Stanfield who introduced the participating students and gave their positions:

Mayor, Jessica Stanfield
Town Manager, Stella Everett
Chief of Police, Ryan Capers
Public Works Director, Alex McJilton
Councilwoman, Maranda Jones
Councilman, Alex McGee
Councilman, Nich Scelsi
Councilwoman, Ashley Liddle
Councilwoman, Elissa Conner
Councilwoman, Melissa Derrickson

Student Government Mayor Stanfield advised that they went out into the community and visited businesses talking to people about their likes or suggested improvements for the Island. She explained that they would like to address the Noise Ordinance. She advised that they feel there's a lot of conflict about having two different time frames during the day that allow a certain decibel. She further explained that the conflict is with certain businesses, the public and the police. They would like to make everyone happy as the tourist would like to have a good time and the residents want peace. They suggested a resolution changing the decibel level or hours into the evening.

Mayor Tarr advised that Council will send this matter to the Ordinance Committee for review.

Student Government Mayor Stanfield stated that they would just like to see everyone satisfied. She stated that the next matter they wanted to bring up is regarding a wastewater treatment plant. They found out that a lot of the businesses are still tied into older septic systems and drainfields. She mentioned those businesses along Main Street and Maddox Boulevard whose systems are older and breaking down. She advised that those businesses must wait for those systems to fail before the Health Department will allow them to be replaced. She suggested looking into tying everyone together to protect the businesses.

Mayor Tarr stated that the Town has a Wastewater Committee who is looking at those commercial corridors.

Student Government Mayor Stanfield also mentioned the beach and preservation. She stated that a lot of the beach is wearing away. She advised that they are aware that some of the area is a habitat for the Piping Plovers. She stated that they are also worried about preservation from a financial standpoint and found out that things on the beach aren't as they should be. She stated that there should be dunes and grasses planted. She added that the Fish and Wildlife has pushed this aside because they want it to be prime real estate for the Piping Plovers.

Student Government Mayor Stanfield advised that last summer she was a NASA, Wallops intern at the Environmental Office. She stated that she spent all summer counting the Piping Plovers and learning more about the birds. She also stated that Assateague isn't the only habitat. She added that they are all over the shore including Wallops Island and doing well. She added that they need to work together because at the end of the day it isn't all about the wildlife. She stated it's about the economy and the beach being the focal point which is family oriented and they'd like to keep that.

Mayor Tarr stated that they would be seeing more about this in the newspaper.

Student Government Mayor Stanfield stated that the fourth and final matter they wanted to bring before Council is a suggestion from the business owners is to have free Wi-Fi broadcast along Main Street from Cleveland to Church Street. She expressed the importance to be able to use this along with advertising free Wi-Fi along that range. She feels that it would be a unique attraction to the downtown area.

Mayor Tarr advised that they have been working with the Broadband wireless provider and hopefully will be able to have this in the future.

Councilman Howard stated that they talked about central sewage treatment. He feels that the time for central sewage and the climate for considering it is better now. He added that the expense is not better now. He also feels that the public is more receptive now than in the past. He mentioned that it is encouraging to know that the young people are thinking ahead like this.

Mayor Tarr thanked Chincoteague High School Principal, Mr. Chris Holland as the high school has been represented well. He stated that this is a fine group of young adults that are going to be leaders in the community in the future.

Councilman Taylor asked if they would be attending the June 26th public hearing for the Refuge CCP. The students agreed that this is important and advised they would be in attendance.

Councilman Jester congratulated them. They thanked Mayor Tarr and Council.

Mayor Tarr invited the participants in the Student Government Day to take their respective seats for pictures.

Mayor Tarr then opened the floor for public participation.

· Councilwoman Richardson stated that she, along with that Mayor Tarr and Councilman Jester, serve on the Oyster Museum Board of Directors. She introduced the new Director Ms. Ennis Barbery. She asked if Ms. Barbery could address Council.

Ms. Barbery introduced herself. She advised she recently moved to the Island from College Park. She stated that she is from West Virginia. She announced that the museum has a volunteer program with 18 new volunteers. She mentioned working with the Library's Oral History Program. She stated that she would also love to collaborate with the schools more.

AGENDA ADDITIONS/DELETIONS AND ADOPTION

Councilman Howard motioned, seconded by Vice Mayor Leonard to adopt the agenda as presented. Unanimously approved.

1. Discuss Possible Purchase of Playground Equipment and Funding

Town Planner Neville reported that the Recreation and Community Enhancement Committee discussed focusing on the first step to replace the equipment that appeals to the younger children in the 2 to 5 age group. He stated they contacted different playground manufacturers, one of which already has equipment in the playground. He explained the 3 different options for the replacement for the youngest age playgroup. He reviewed the pictures, prices, installation, mulch and differences. He suggested utilizing the Public Works Department for the labor to save money.

Town Planner Neville asked if it would be better to order it and install it before summer. He further explained the items and quotes. He also mentioned the rocket ship for the younger play group. He added that this would go with the idea for the theme of the rocket. He stated that a \$15,000 - \$20,000 price range would get the job done. He added that the Committee encourages Council to make a decision to begin replacing the equipment.

Councilman Howard asked about the alternate amounts.

There was further discussion.

Councilman Jester stated that they need to begin the replacement as soon as possible because it will help raise funds to purchase more. He commended Ms. Leonard on a fantastic job raising money for the equipment. He reported that the fund has \$11,000.

Ms. Donna Leonard advised that they have \$2,000 from the Chamber of Commerce. Ms. Leonard stated that she has \$5,500.

Councilman Jester added that the Ruritans gave \$3,000 making it over \$20,000. He feels that if they want to concentrate first on the equipment for the younger children then he agrees with that. He recommended that Council move forward with this.

There was brief discussion.

Ms. Leonard advised that there hasn't been a Committee assigned for fundraising. She suggested a Park Enhancement Committee for Chincoteague Veterans Memorial Park. She stated that she can forward a list of possible volunteer members. She made some suggestions for purchasing and painting the older equipment there.

Further comments were made.

Mayor Tarr requested that Town Manager Ritter bring a budget amendment to Council in June. He advised that he and Councilman Jester will work together to get the Committee set up from the Parks and Recreation Committee. He thanked Ms. Leonard for her hard work.

2. Discuss Possible Paving of the Island Nature Trail Paved Portion

Town Manager Ritter advised that the Town has applied for a Recreational Trails Program Grant through the DCR. He stated that it would be awarded in the fall. He also stated that once they complete the environmental review of the trail for environmental compliance they will bid the project out in the spring. He advised of a quote from Branscome of \$58,725 for 2" of asphalt for the Island Nature Trail.

Town Manager Ritter explained that the grant is \$43,000 with a Town match of \$15,725 plus paying the ANPDC \$1,500 for Mrs. Edwards' services. He stated that if Council wants to expedite this there are other funding possibilities. He explained an option for funding. He recommended waiting until the spring to complete the repaving and repairing the uneven spots for the time being.

There was discussion about the Trail. Council agreed to make the Trail as safe as possible until they can get the grant funding in the spring.

Public Works Director suggested options to remove the asphalt altogether leaving it natural or putting down the rubberized playground surface type of material.

Discussion continued.

Councilman Howard expressed his concerns and feels that when they fix the Trail they should fix it in a more permanent way.

There was further discussion about funding along with the pier project.

Councilman Jester moved, seconded by Vice Mayor Leonard to repair and make the Island Nature Trail safe for now until they can receive the DCR Grant Program for next year. Unanimously approved.

3. Joint Meeting with the Planning Commission to Discuss Possible Changes in the 5 Year Comprehensive Plan Review.

Planning Commission Chairman, Ray Rosenberger called the Planning Commission meeting to order. He explained that this meeting is to work with Council regarding updates and possible changes in the Comprehensive Plan.

Town Manager Ritter explained that the Planning Commission is conducting the 5 year review of the Comprehensive Plan. He stated that they are at the halfway mark and wanted to discuss the review at this point. He added that they will be coming back to Council when they're at the 75% mark and again when they've completed the review. He turned the floor over to Town Planner Neville to review the changes to date.

Town Planner Neville advised that the Commission is midway in the process of making changes. He stated that they are going chapter by chapter updating and adding the new items. He mentioned that they reviewed and discussed private roads and maintenance along with land use, public sewer and water. He stated that they were looking into how the Town could grow making sure the community doesn't lose its character. He advised that some of the language and maps were outdated.

Chairman Rosenberger stated that this is only an edit and not a re-write.

Councilman Jester talked about the Census population data in those changes reminding them that the Town appealed the numbers and they were changed.

There was discussion regarding the number they used as the Town population.

Mayor Tarr explained that the Census numbers were wrong and the Justice Department approved the change so that the Town could remain in the same election district. He added that they didn't go through the appeal through the Census Bureau because they didn't need to with the approval of the Justice Department. He reported that the population is 3,667.

Town Manager Ritter advised that staff counted all registered voters adding the Chincoteague school age children coming up with 3,667.

Mr. Papadopoulos asked if there was documentation that this is a correct number from the Justice Department.

Town Manager Ritter advised that they accepted this and is the actual number the County accepted to use in their official Election Districts.

Mayor Tarr mentioned that Ms. Fox conducted this count and stopped at that number. He stated that during the 2010 Census count there were many people uncounted. He reminded everyone that at the last Census poll they went the other way counting a 3,500 population and went to 4,500 with 450 people in Inlet View Campground which is closed during the winter. He feels that the population over the last 20 years has been flat.

They discussed the change in population figures over the years.

Chairman Rosenberger asked if Council would agree to the population of over 3,600 people.

Council agreed. There were further comments.

Councilman Jester discussed Chincoteague not being included in the Chesapeake Bay watershed management area for State Code compliance issues.

Town Planner Neville stated that the State Code now requires all Comprehensive Plans to talk about living shorelines as being a preferred option, designed and permitted through VMRC. He mentioned being recognized as a developed community and that shorelines with bulkheads are part of the need that we have for a working waterfront. He added that there is another State program which encourages the condition that much of the Island has as a working waterfront.

Town Planner Neville also mentioned that the Commission discussed options for living shorelines and erosion control and possible project areas. He advised that along the Channel with fast moving water planted grasses are not the answer.

Council expressed their concerns about FEMA regulations.

There was lengthy discussion regarding the flood maps, erosion, bulkhead and the living shoreline. They also discussed the maintenance responsibility of the public and private roads and the County assessing the roads for taxes. A map was prepared illustrating the Town street network made up of 21 miles of public streets and 21 miles of private roads.

Mr. Papadopoulos asked what the responsibility is of the local government to provide safe access to residents. He asked where the line is drawn. He gave the scenario about emergency access to private roads.

Councilwoman Richardson stated that emergency vehicles would do their best to get to you, although possibly taking a little longer.

Chairman Rosenberger also stated that the Fire Department in the past has notified property owners advising them that there is no safe way to access the property. They have asked them to bring it up to the standard where they could safely get an emergency vehicle there.

Mr. Papadopoulos expressed concern that there are no minimum design or maintenance standards for private streets.

Councilman Jester stated that there are standards in the subdivision ordinance. He feels that they should have a policy that spells out the actions to bring a private road to the state specifications.

Councilman Howard added that the state can't spend public funds on private roads.

Councilman Taylor stated that two things have to come together. He stated that people who want the road upgraded must be willing to pay and the landowner must be willing to give it to them.

Councilman Jester stated that this should be spelled out clearly.

Mr. Papadopoulos asked why those who live on brown signed streets are discriminated against for road maintenance.

Mayor Tarr advised that it's because those roads are privately owned. He added that every road is different. He explained that Ocean Breeze has several different associations that were never set up. He added that this is a civil matter between the owner of the roads and the associations, if they would set them up. He also added that they won't set the associations up because they don't want to pay the money.

Mayor Tarr also advised that there are private roads that are individually owned along with private roads where the owner owns half the road. He stated that there are the private roads that are called ingress and egress to properties. He explained that there are a large variety of private roads that take a long process to get them up to the state standards to turn ownership over to the state of Virginia. He added that this is a civil suit between the property owners, not a municipality suit.

Town Planner Neville stated that the Comprehensive Plan is silent on this issue and to ignore 50% of the streets on the Island doesn't seem right. He asked if the public need has reached the point on certain roads that the Town would say that this is different than every other private street situation. He added that it could be a public safety need. He reminded Council that the Comprehensive Plan is a first step to create that distinction.

Mayor Tarr responded that this could be spelled out in the Comprehensive Plan. However, the Plan should be written in a way that it is the Town's responsibility to fix all the private streets.

Town Planner Neville agreed that what was written under Topic 2 is trying to address everything.

Mayor Tarr read from the proposed changes.

Councilman Howard suggested seeking professional to advise the Town on when action could or should be taken to improve private street property.

Councilman Jester agreed. Mayor Tarr stated that he would like Town Attorney Poulson to review this issue.

Town Manager Ritter advised that there is a provision that any town with a population less than 3,500 can tax that area with a special tax to pay for public improvements.

Councilwoman Richardson stated that this can't be done without the owners' permission. She stated that before Chincoteague annexed she applied to VDOT for a road in Misty Meadows. She advised that she had to have 2/3 of the property owner's signatures. She added that the road was estimated at \$106,000 and the property owners had to put up half of that cost. Councilwoman Richardson explained that she then went to the Board of Supervisors asking if they would tax every property owner along the road for 3 years which was given to VDOT for the road. She added that they over-estimated the costs and were actually given money back. She then explained the turn-over of the roads.

Mayor Tarr stated that those taxing powers were under the State Code.

Town Planner Neville presented Topic 4, Public Sewer and Water Utilities. He advised that they have been working on a list of all the reports and documents that may not be in the Comprehensive Plan but are still long-range planning documents. He suggested referencing them in the Plan. He stated that the Town has a Water Master Plan and wanted to find a way to get the relevant information in the Comprehensive Plan. He added that it's mostly because of the impact this would have on capital improvements.

Chairman Rosenberger added that once a capital improvement is in the Plan, this leaves the door open for future grant applications.

Mr. Papadopoulos feels the first step to encourage the extension of private wastewater treatment service along Main Street has been very successful.

Mayor Tarr commented on how interesting it was to have the students talk to the businesses and residents about the sewage treatment issue and bring it to Council.

Mr. Papadopoulos added that they are moving towards a better quality of life.

Town Planner Neville stated that the Wastewater Advisory Committee will be meeting later this month. He added that they didn't want to put the Committee recommendations in the plan without discussing this with Council. He feels incorporating this into the Comprehensive Plan is another way to get the information out with a public hearing in the Fall.

Discussion continued about maintaining the Island's character and quality of life.

Mayor Tarr asked if anything would be mentioned in the document about the new Wallops Research Park and the things that the Town considers assets that drive the Comprehensive Plan.

Discussion continued.

Town Planner Neville brought Council's attention to some text changes proposed in the document.

There was discussion about the local grocery store and the current impact it is having on the Island. They also discussed broadband and possibly expanding to accommodate the entire island.

Mayor Tarr suggested the Town looking into their budget to install another tower allowing broadband providers which could cover the entire island. He advised that they have changed the antennae on the water tower and it is transmitting much better.

Town Planner Neville advised that there are a few more items to be discussed over the next few months. He stated they will make another presentation to Council in October with a possible public hearing in November and adoption in January 2015.

4. Mayor & Council Announcements or Comments

Mayor Tarr encouraged Council to review the Plan and proposed changes. He asked Town Manager Ritter to give a copy along with the cover letter to the newly elected Councilmembers.

Adjourn

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

Mayor

Town Manager

**MINUTES OF THE JUNE 3, 2014
CHINCOTEAGUE TOWN COUNCIL MEETING**

Council Members Present:

John H. Tarr, Mayor
J. Arthur Leonard, Vice Mayor
Ellen W. Richardson, Councilwoman
Gene W. Taylor, Councilman
Terry Howard, Councilman

Council Members Absent:

John N. Jester, Jr., Councilman
Tripp Muth, Councilman

CALL TO ORDER

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

INVOCATION

Councilman Howard thanked Mayor Tarr and previous Mayors and Councils that allowed prayer at the beginning of Council meetings.

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.

· Ms. Donna Leonard advised that WCTG had a fundraiser at Steamers. She reported that during the fundraiser, Mr. 'Red' McDonald from Chincoteague Fisheries donated \$1,000 for the playground.

STAFF UPDATE

Planning Department

Town Planner Neville expanded on the report already in the Council's packet. He thanked Council for reviewing the status of the Comprehensive Plan Update, advising that the Planning Commission will continue their work on it. He stated that they are busy addressing the CCP, and a draft newsletter will be prepared to give a further update on this matter.

Police Department

Chief Lewis advised that other than the monthly report included in the agenda packet he had nothing further.

Public Works Department

Public Works Director Spurlock stated that other than his monthly report in the agenda packet he had one update. He reported that the sign recognizing the families which donated the land has been installed at the Chincoteague Veterans' Memorial Park.

Mayor Tarr asked about the bricks needed to finish the Main Street project.

Public Works Director Spurlock advised that the bricks came in and the final walk-thru for the Downtown Project is scheduled for June 13th. He also mentioned the fishing pier.

Councilman Howard commented on the paving downtown.

General Government

Town Manager Ritter reported that the EMS responses for May were 86 which were 11 more than May of 2013. He stated that ALS responses were 46, BLS was 19 and other calls were 21. He added that at the last Council meeting there was a suggestion for AED training. He explained that AED training is included in CPR training and certification. He spoke with the YMCA advising that they are trained in CPR and the AED also.

Town Manager Ritter advised that they are working on a bid for pavers from the Fishing Pier handicap ramp and steps down to the boardwalk so that it will complete the entrance to the pier. He also reported that staff has worked on the graphs for the proposed budget along with the Health Insurance, Vision Insurance and Dental Insurance renewals. He advised that staff sat in on a software demo with Southern Software. He reminded Council of the swearing in ceremony for the new council members on June 25th at 5:00 p.m. Town Manager Ritter mentioned the quarterly newsletter. He added that the 2014 Event Calendar is current and online.

Councilman Howard mentioned the snapshot of revenues. He stated that the Island seems to be prospering.

AGENDA ADDITIONS/DELETIONS AND ADOPTION

Vice Mayor Leonard motioned, seconded by Councilman Taylor to adopt the agenda as presented. Motion carried.

Ayes: Leonard, Howard, Richardson, Taylor

Nays: None

Absent: Jester, Muth

- 1. Consider Adoption of the Minutes**
 - **Regular Council Meeting of May 5, 2014**
 - **Council Workshop Meeting of May 15, 2014**

Councilman Howard motioned, seconded by Vice Mayor Leonard to adopt the minutes of May 5, 2014 and May 15, 2014, as presented. Motion carried.

Ayes: Leonard, Howard, Richardson, Taylor

Nays: None

Absent: Jester, Muth

- 2. Public Hearing for the Fiscal Year “2015” Budget, Consisting of:**

- Revenues for all Divisions
- General Government Fund Expenses
- Water Division Expenses
- Total Main Street Fund Expenses
- Trolley Division Expenses
- Harbor Division Expenses
- Water, & Gen Gov. Rate Sheets

Mayor Tarr opened the public hearing for Fiscal Year 2015 Budget. He asked staff to briefly review the main issues of the budget.

Finance Director Hipple reviewed the proposed FY 2015 Budget. She advised that the total budget amount is \$7,079,922 where the revenues equal the expenditures. She reported that the General Fund budget is \$4,946,573. She advised that there is no proposed tax increase. She stated that there was a reassessment in 2014, and by not changing the Real Estate Tax rate it caused a slight decrease in that revenue source.

Finance Director Hipple reported that the trash fee will increase by \$0.50. She mentioned the Safe Routes to Schools Grant. She stated that instead of the 5% of Meals Tax going into drainage it will go to playground equipment for this fiscal year. She added that the 5% will be reconsidered each year to fund one or the other. She reported that there is no General Fund Savings transfer included in the FY 2015 budget. She added that the General Fund will have to match the grants which go toward the Main Street Project for the DCR and TEA-21 Grant. She explained where the match funding will come from. She also added that the budget does not include a new police car.

Finance Director Hipple explained the Main Street Project and funding. She stated that the Harbor Fund will be putting away \$40,000 in their Long-Term Replacement Reserve. She stated that they've proposed electrical meter station upgrades at the Harbor. She reviewed the operations expenses. She continued to review the Trolley Fund and grants included along with Program Income and the Town's match. She continued on to the Water Fund which is \$1,079,446. She stated that most of their revenue is from Water Rent. She explained that the Water Department is proposing to purchase a mini excavator, new billing software and a transfer to Water Reserve.

· Mr. Spiro Papadopoulos asked about Main Street maintenance. He mentioned grants, however, feels they should set aside money for maintenance. He stated that the Harbor has funds set aside for maintenance. He asked that Council do the same for each fund.

Mayor Tarr advised that there aren't any plans for that this year. He added that they are hoping to complete a life-cycle cost analysis on all of the Town's buildings, parks and infrastructure. He agreed with Mr. Papadopoulos that they need to look at what could happen 10 years down the road.

Mayor Tarr closed the public hearing. He advised that there will be no action at this time and the vote will be at the next meeting, June 19th.

3. Public Hearing on FY "2014" Budget Amendment for Playground Equipment

Mayor Tarr advised that this is a change to include a playground equipment expense in the current budget as discussed at the last Council meeting to be funded by Playground Equipment reserve fund. He then opened the public hearing.

Town Manager Ritter explained how they came up with the amount which totaled \$20,000 to purchase playground equipment. He stated that they would like to have the Recreation and Community Enhancement Committee's recommendation as to what piece of equipment to purchase. He advised that they meet again next Tuesday and will return a recommendation at the

next Council meeting on the 19th. Town Manager Ritter also advised that the Recreation and Community Enhancement meeting would be June 10th at 5:00 p.m.

Mayor Tarr asked if there were any comments or questions from the public regarding moving the funds for the purchase of the playground equipment.

There were no comments. Mayor Tarr closed the public hearing.

Councilman Howard motioned, seconded by Vice Mayor Leonard to approve the FY 2014 Budget Amendment for playground equipment. Motion carried.

Ayes: Leonard, Howard, Richardson, Taylor

Nays: None

Absent: Jester, Muth

4. Resolution on Virginia Retirement System Contribution Rates

Town Manager Ritter explained that this is a housekeeping matter from the Virginia Retirement Systems regarding the retirement rate changes. He added that they didn't phase it in as it was added it in 2 years ago.

Councilwoman Richardson asked if this affected the employees.

Town Manager Ritter advised that this took place 2 years ago and does not affect the employees. He added that it is more for VRS records.

Councilman Howard motioned, seconded by Vice Mayor Leonard to readopt the Resolution on Virginia Retirement System Contribution Rates. Motion carried.

Ayes: Leonard, Howard, Richardson, Taylor

Nays: None

Absent: Jester, Muth



Resolution

BE IT RESOLVED, that the Town of Chincoteague, 55341, does hereby acknowledge that its contribution rates effective July 1, 2014 shall be based on the higher of a) the contribution rate in effect for FY 2014, or b) eighty percent of the results of the June 30, 2013 actuarial valuation of assets and liabilities as approved by the Virginia Retirement System Board of Trustees for the 2014-16 biennium (the "Alternate Rate") provided that, at its option, the contribution rate may be based on the employer contribution rates certified by the Virginia

Retirement System Board of Trustees pursuant to Virginia Code § 51.1-145(I) resulting from the June 30, 2013 actuarial value of assets and liabilities (the “Certified Rate”); and

BE IT ALSO RESOLVED, that the Town of Chincoteague, 55341, does hereby certify to the Virginia Retirement System Board of Trustees that it elects to pay the following contribution rate effective July 1, 2014:

X The Certified Rate of 11.10% □ The Alternate Rate of _____%; and

BE IT ALSO RESOLVED, that the Town of Chincoteague, 55341, does hereby certify to the Virginia Retirement System Board of Trustees that it has reviewed and understands the information provided by the Virginia Retirement System outlining the potential future fiscal implications of any election made under the provisions of this resolution; and

NOW, THEREFORE, the officers of Town of Chincoteague, 55341, are hereby authorized and directed in the name of the Town of Chincoteague to carry out the provisions of this resolution, and said officers of the Town of Chincoteague are authorized and directed to pay over to the Treasurer of Virginia from time to time such sums as are due to be paid by the Town of Chincoteague for this purpose.

John H. Tarr, Mayor

CERTIFICATE

I, Robert G. Ritter, Jr., Clerk of the Town of Chincoteague, certify that the foregoing is a true and correct copy of a resolution passed at a lawfully organized meeting of the Chincoteague Town Council held at Chincoteague, Virginia at 7 o'clock on June 3, 2014. Given under my hand and seal of the Town of Chincoteague this 3rd day of June, 2014.

Clerk

5. Ordinance Committee Report of May 8th, 2014

- **Possible Changes to Chapter 54, Taxation, Article V Excise Tax (Meals), Sec. 54-306, Disposition of Revenue (a) & (b)**
- **Possible Changes to Chapter 22, Environment, Article VII Storm Water Management, Sec. 22-190, Town Subject to County Ordinance**

Councilman Howard stated that this matter came to the Ordinance Committee at the request of the Meals Tax Committee. He explained that 10% is earmarked for tourism. He stated that they agreed to take 5% to go toward drainage or park improvements. He read the changes.

Town Manager Ritter advised that usually the President of the Chamber of Commerce has been on the Meals Tax Committee. He added that normally a Committee member lives on the Island. He informed Council that the past and current President does not live on the Island. He doesn't feel it's an issue. He added that it could be any Chamber member as long as they live on the Island.

There was brief discussion

Town Manager Ritter reminded Mayor Tarr that the Committee requirements state that they have to be an Island resident. He asked if Council wanted to make the change.

Mayor Tarr asked if there were any special rules to change the tax.

Town Attorney Poulson stated that they aren't collecting or imposing the tax they are merely changing the disposition of the tax.

There was further discussion.

Town Manager further explained that in the 10% for tourism, 5% goes to the Chamber and 5% goes to the Center. He added that another 5% has been going to drainage. He concluded that they are proposing to change the other 5% from drainage only to go to drainage or parks and recreation.

Discussion continued to possibly do away with the earmark and vote each year what where it will go.

Finance Director Hipple interjected that years ago Council tried to have a Playground Reserve. She stated that the reserve is sitting there with no money because something else came up.

Council commented.

Councilman Howard motioned, seconded by Councilman Taylor to approve the changes as presented and recommended to Chapter 54, Taxation, Article V Excise Tax (Meals), Sec. 54-306, Disposition of Revenue (a) & (b). Motion carried.

Ayes: Leonard, Howard, Richardson, Taylor

Nays: None

Absent: Jester, Muth

Chapter 54
TAXATION*
Article V. Excise Tax (Meals)

Sec. 54-306. Disposition of revenue

(a) A minimum of ten percent of the tax levied under this article shall be used to promote tourism. ~~The first year's ten percent will be spent to repair the town dock and Veterans Memorial Park. In May of 1990, The mayor will create a committee composed of island residents, one each from the a Restaurant Association, Chincoteague Chamber of Commerce and town council to recommend disposition expenditures to the town council of revenues collected to the town council after January 1, 1991.~~

(b) A minimum of 5 percent shall be used for drainage ~~or park and recreation~~-related projects, ~~determined by Council each year.~~
(Code 1977, § 6-49; Ord. of 10-19-2000)

Councilman Howard stated that after discussion the Committee recommended allowing Accomack County to handle storm water management permits within the geographical boundaries of the Town.

Councilman Taylor stated that if the Town doesn't allow the County to do this then the D.E.Q. will.

There was brief discussion.

Town Manager Ritter advised that the state is mandating there will be storm water management controls for surface water runoff beginning July 1st. He stated that the Town can allow the County to do this or the Town could do this. He added that if this is done by the Town someone would have to be certified, devoting most of their time to conduct the inspections. He agreed with staff's recommendations to allow the County to handle this on the Town's behalf.

Brief discussion continued.

Councilman Taylor motioned, seconded by Vice Mayor Leonard to approve the newly created article Chapter 22, Environment, Article VII Storm Water Management, Sec. 22-190, Town Subject to County Ordinance, which allows the County to handle the Town's storm water management permits. Motion carried.

Ayes: Leonard, Howard, Richardson, Taylor

Nays: None

Absent: Jester, Muth

Chapter 22
ENVIRONMENT*
ARTICLE VII. STORM WATER MANAGEMENT*

Sec. 22-190. Town subject to County ordinance.

Pursuant to Code of Virginia, § 62.1-44.15:27, the town shall be subject to the storm water management ordinance of the county, as such ordinance may be in full force and effect from time to time. Such ordinance shall be enforced by the county within the geographical boundaries of the town.

(Effective date of July 1, 2014)

6. Consider a Virginia Tourism Corporation Donation for a Town Park (4 Love Chairs)
Mayor Tarr welcomed Mrs. Shotwell, Director of the Chamber of Commerce.

Director Shotwell advised that the information is included in the packet. She explained that the state's slogan is "Virginia is for Lovers". She stated that there is a "Lovework" campaign where love artwork is created. She feels they can create their own Lovework with rockets, kayaks and ponies. She stated that the chairs have been offered to the Town from the Kiptopeke State Park. She advised of the 4 large chairs with letters on each spelling out the word LOVE. Director Shotwell stated that they are looking for a new home for the 4 chairs. She suggested putting them at the Robert N. Reed Downtown Waterfront Park, the Donald Leonard Park, Chincoteague Veteran's Memorial Park or the Chamber yard. She further explained the marketing advantages. She added that this could be a pin on the map along with additional exposure, advertising along with the press release. She continued to discuss the advantages.

Mayor Tarr added that they can be moved from park to park.

Discussion continued.

Councilman Howard motioned, seconded by Vice Mayor Leonard to approve the donation of the 4 LOVE chairs. Motion carried.

Ayes: Leonard, Howard, Richardson, Taylor

Nays: None

Absent: Jester, Muth

7. Mayor & Council Announcements or Comments

Councilwoman Richardson stated that at the annual Chincoteague Police Bicycle Rodeo there was a little girl who couldn't ride her new bicycle. She advised that 2 of the Town's Police officers took the time to help the child ride the bicycle and before long that little girl was riding the bicycle with the officer running alongside of her. She commended Officers Mills and Greenley for going beyond their duties to help this child. She feels this should be covered in the paper. She advised that the Police Department gave away 5 bicycles that day. She added that they started the rodeo with the funds from the Safe Routes to Schools Program. She also added that this was to teach bicycle safety. Councilwoman Richardson wanted to add that it was a fun and rewarding day. She thanked the Police Department.

Councilman Taylor showed Council a picture of Councilman Howard painted by Mrs. Nancy West. He asked Council's approval, that the picture be framed and put on the wall in the Council Room. He expressed his love and respect for Councilman Howard and stated that he will miss him on Council.

Councilman Howard advised that he took a ride with Public Works Director Spurlock around the Island looking at the roads. He stated that Public Works Director Spurlock explained the roads and repairs. He suggested that Council consider purchasing a mini excavator needed to make the proper repairs to the roads.

Councilwoman Richardson thanked Public Works Director Spurlock for having the Public Works Department clean up the Island Nature Trail.

Mayor Tarr advised that Councilwoman Richardson, Town Manager Ritter and himself will meet with Mr. Bruce Matthews of Matthews Market regarding the grocery store tomorrow. He advised that there will be a grocery store here and opening soon.

Public Works Director Spurlock advised that he will be out of town the last week of June through first week of July.

Town Manager Ritter reminded Council of the special meeting with the Beach Access Committee on June 11th at 9:00 a.m.

Mayor Tarr stated that Mr. Joe McCauley has agreed to meet with the Beach Access Committee. He feels that full Council should be there to ask questions and get to know the plan a little better before the public hearing.

Adjourn

Vice Mayor Leonard motioned, seconded by Councilwoman Richardson to adjourn. Motion carried.

Ayes: Leonard, Howard, Richardson, Taylor

Nays: None

Absent: Jester, Muth

Mayor

Town Manager

MINUTES OF THE JUNE 11, 2014
CHINCOTEAGUE TOWN COUNCIL SPECIAL MEETING
WITH CHINCOTEAGUE TO ASSATEAGUE BEACH ACCESS COMMITTEE

Council Members Present:

John H. Tarr, Mayor
J. Arthur Leonard, Vice Mayor
John N. Jester, Jr., Councilman
Gene W. Taylor, Councilman
Terry Howard, Councilman

Council Members Absent:

Ellen W. Richardson, Councilwoman
Tripp Muth, Councilman

Others Present:

Ms. Denise Bowden, CVFC
Mrs. Evelyn Shotwell, Chincoteague Chamber of Commerce
Mrs. Donna Mason, Waterside Motor Inn
Supervisor Wanda Thornton
Kerry Allison, ESVA Tourism

ADOPTION OF AGENDA

Vice Mayor Leonard motioned, seconded by Councilman Jester to adopt the agenda. Motion Carried.

Ayes: Leonard, Taylor, Jester, Howard

Nays: None

Absent: Richardson, Muth

1. CALL TO ORDER

Mayor Tarr called the meeting to order at 9:00 a.m. He recognized Mr. Joe McCauley with the USFWS, Congressman Rigell's Representative Deborah Christie and Mr. Ben Ellis who will be joining the Town Council July 1st.

2. Chincoteague NWR Draft Comprehensive Conservation Plan (CCP)

· Discussion with Joe McCauley, USFWS

Mr. Joe McCauley with the USFWS advised he will be available through the public hearing on June 26th. He advised that he is also serving as Acting Refuge Manager. He reviewed a PowerPoint presentation explaining the process that it is required based on a 1977 law passed that every Refuge has to have a Master Plan. He stated that the CCP directs how to manage the Refuge and achieve their wildlife reserve mission over a 15 to 20 year period. He explained that when they prepare the documents there is a status quo that takes "no action".

Mr. McCauley stated they are prepared to maintain the beach the best way possible. He added that they try to interpret laws where they have some flexibility that would provide a high level of visitor access. He stated that they have heard loud and clear that folks are not interested in the shuttle system. He explained the parking relocation where they looked for a one mile stretch that would work for everyone. He described the Alternative maps. He discussed the OSV zone and closures. He continued to discuss the Alternatives, parking as well as the environmental assessment.

There was discussion as to the process after they make a decision on the alternatives and having another public hearing before the final CCP is approved.

There was a question as to who makes the final decision of the Alternative Plans after the public input.

Mr. McCauley advised that after the public comments, they go through to categorize, review and analyze them. He added that they put out a final CCP adding that there will be another 30 day review period without the public comment. He added that ultimately the Director of the Northeast Region Wendi Weber would approve the final CCP.

Supervisor Thornton expressed some concerns that the amount of identified land for parking areas (8.5 acres) won't accommodate the 941 parking spaces that has been promised along with other things mentioned in the document. She asked what happens if they adopt Alternative B and the land won't accommodate all of the plans for the land.

Mr. McCauley stated that this is a misunderstanding. He advised that the 8.5 acres is strictly to identify the parking. He added that this isn't where the Visitor's Center might be or the road leading there. He stated that they know that 961 is an important number and there are many things in the document that refers to the 961 parking spaces. He also stated that when they do an environmental analysis they measured 961 parking spaces which will fit into 8.5 acres of land. He also discussed the impact on wetlands and habitats with the 8.5 acres of 961 parking spaces.

Mr. McCauley explained the process of improving habitats for the Piping Plover. He continued by explaining how the Army Corps of Engineers would look at the mitigation required for the relocated parking area disturbance. He advised that the Corps looks at impacts to created wetland differently than natural wetland.

Supervisor Thornton asked if the selection of the northern site was done by all biologists.

Mr. McCauley asked if Town Planner Neville was part of that decision process.

Town Planner Neville advised that he sat in on the meeting with information to offer. He stated that he was under the impression that this was a very valid process to answer the question of what impacts this portion of the beach would have on the wildlife. He didn't believe this was the only decision making tool that would be used to come up with the Plan.

Mr. McCauley stated that it was important, even critical, to maintain a public beach. He stated that there was never any discussion to not have a public beach. He added that the decision was about visitor experience.

Mayor Tarr stated that they were asking if there were other decision making tools that helped make the decision to move north for a sustainable beach.

Mr. McCauley stated that he wasn't part of this decision. He stated that this is only a source of his information. He added that there were parameters and criteria that were discussed and moving the beach north was the top choice to meet all the factors. He reviewed the maps referring to the parking lot, horseback riding and OSV areas.

Mrs. Donna Mason requested that the 8.5 acres should be specified as land for parking.

Mr. McCauley stated he didn't feel that anyone would read the 8.5 acres as anything but parking. He stated that the draft is out and they're not going to do another draft. He again stated that the 8.5 acres is only for parking.

Mrs. Mason asked about the proposed closure of the current beach along with the impact a closure would have on Tom's Cove. She stated that initially she was in favor of moving the beach north until she went on the tour. She added that now she has grave concerns. She feels this should be addressed and made clear.

Ms. Denise Bowden mentioned the tour and putting the parking facilities on the D Dike.

Mr. McCauley showed a slide of the area they have proposed for parking under Alternative B.

Ms. Bowden stated that in that area there is a very narrow strip of beach. She added that when a high tide comes in they won't have much beach.

Mr. McCauley agreed. He stated that they understand there will be quite a bit of work needed. He advised that the Park Service expressed their confidence to create a wider beach. He added that they are relying on a specific design to play a big role as they're the ones who have been managing the beach all along.

Mrs. Mason asked if there are any plans for re-nourishment for that part of the beach.

Mr. McCauley replied that they have not discussed any beach re-nourishment.

Supervisor Thornton believes that they can't push the beach back keeping it wide enough and have the 8.5 acres for parking without having the same problem they currently have. She stated that a strong storm will wash over into the parking lot.

Mr. McCauley stated that there could be some wash-over. He stated that in a normal routine year, the Park Service spends a lot of money on their parking lot. He also stated that they give the Park Service nearly \$200,000 every year to do routine maintenance of scraping off sand that has blown over and putting clay down. Mr. McCauley added that what they have at Tom's Cove is a lot of land moving west. He stated that they aren't saying that they are putting parking there that will last 15 years because that would be unrealistic. He feels this provides a much wider area to maintain.

Supervisor Thornton asked if the Park Service could manage that one mile strip extending from the ocean to the bay.

Mr. McCauley stated that he wants to say yes, but, he advised that it isn't his decision.

Supervisor Thornton expressed her concerns that they will have the same problems as they do now with the parking lots. She wanted to know if he meant less water or more water with the management of the impoundment.

Mr. McCauley stated they have selected a much wider area which gives more room for moving. He understands that trust is in short supply but they can't predict everything. He feels that with what they've seen historically, they have maintained the level of service they have. He advised that the intent of the Alternative B area is to use the land base they have to meet the objectives of the Wildlife Service and the objectives they've heard from the community. He is unsure what the storms will do to the area but it is clear that they have the capacity to move the land base.

Supervisor Thornton stated that she trusts Mr. McCauley and believes he is an honorable man. She is concerned that when he is no longer there someone will interpret the document in another way.

Mrs. Mason expressed her concerns of going into the unknown.

Mr. McCauley advised that where the visitor center is now used to be ocean. He stated that the area at Tom's Cove is getting narrower. He added that the north beach area selected has less shrinkage.

Vice Mayor Leonard asked if it was moving slower because of the structure that is there.

Supervisor Thornton added that it is moving slower because of the sand dunes.

Vice Mayor Leonard added that one of the reasons there isn't progression there is because there's scrub behind the dunes.

There was discussion about Swan Cove and the sand filling it in naturally. They reviewed the maps.

Mr. McCauley explained that they are trying to maintain parking as close to the beach as possible that would be resilient and sustainable for the future.

They also discussed the breach of Swan Cove and the land building up since then.

Councilman Taylor mentioned Swan Cove and stated that there is a breach because the dunes are purposely cut down there.

Mr. McCauley stated that there is no dune all the way down to the hook.

Councilman Jester expressed the public's concerns and lack of trust. He mentioned the 1962 storm. He stated that the frustration is going from a 5 mile recreation area down to a 1 mile area.

He also stated that they are closing down a section of the beach because of one nest while the greatest predator is flying overhead. He added that people aren't trusted to take care of nature. He would like information as to how many nests were actually destroyed by people as opposed to seagulls. He also added that this is why they're cautious.

Mrs. Mason gave a suggestion as to policing the nesting areas. She doesn't feel summer visitors are there to disturb the birds they're there to enjoy the beach.

Ms. Bowden stated that on the Refuge's side they are done with discussions and the decision is Alternative A, B or C. She stated that Mr. McCauley advised the final decision will come down to Ms. Wendi Weber, the Regional Director.

Mr. McCauley interjected that the final CCP could be a combination of the Alternatives or something new that has been brought to their attention during public comment. He stated that it is not restricted to everything that is in the draft document. He added that if there are other ideas they would like to hear them.

Ms. Bowden understands the process. She expressed her concerns that one person has the final say. She feels that there could be 100% of the people in support of Alternative A and the government would still choose Alternative B. She asked if they have estimated the costs to create the changes.

Mr. McCauley advised they estimate the cost to be \$12-\$14 million.

Town Manager Ritter asked about putting in the pavement and complying with the Virginia Storm Water Management Act.

Mr. McCauley was unable to answer this.

Town Manager Ritter explained the pavement width along with advising that the new regulations from Virginia will require a Storm Water Reduction Plan for that runoff.

Mr. McCauley advised that they would have to comply with that adding this to the plan.

There was discussion with a statement being made that the Refuge has forgotten that the National Park Service and the beaches belong to the people of America. They were given to the people in 1954. There was a questionnaire and everyone agreed to pay more to visit if the Refuge would earmark those funds for parking.

Mr. McCauley believes that the Refuge is listening and is committed to maintaining an exceptional visitor experience. He stated that he has had a chance to enjoy it. He advised he has been a Refuge Manager for 20 years. He added that there are more and better visitor facilities outside and inside the assigned area here. He stated that the service and staff are exceptional. Mr. McCauley advised that he has been at other Refuges that haven't been taken care of like it is here. He mentioned a young school class that came over advising there is a pride of what they

provide to the public. He feels they work better here than anywhere he's ever been by sharing equipment, resources and staff.

Mr. McCauley stated that the refuge has been here since 1943. He added that Congress made it clear that the Park Service is directed to provide beach recreation on the refuge to the extent that it is compatible with the mission of the Refuge. He feels that they have embraced the partnership and provide outstanding opportunities for the public. He wants the Town to be a part of the future, working together to continue to make it an exceptional visitor experience. He advised that they are committed to providing an exceptional wildlife viewing and beach experience into the future. He asked the leaders to come together with them for this purpose.

Mr. McCauley then addressed the Piping Plovers. He stated that they are a threatened species and require a lot of study. He also stated that they base their decisions on all they have seen and read to help conserve the species. He added that society has said that they care about the wildlife and no one wants the species to disappear from the earth. He understands that this causes problems and they are dealing with it in the most balanced way possible. He explained that he has witnessed in Hampton, Virginia boats pulled up near a nesting area. He advised that there was no respect for the nesting birds from those partying. He added that around the hook there are footprints on the other side of the ropes and signs. Mr. McCauley stated that they can't have people working and watching the area 24/7. He stated that they wish they had more staff but they have lost positions over the last few years. He added that the refuge field station is vacant at this time.

Mr. McCauley understands the fear of the unknown. He assured that they are trying to meet the criteria of maintaining stability for beach access and use. He stated that their funding sources to make repairs after storms have questioned why the parking areas repeatedly have to be rebuilt. He stated that they would like to manage this use in a more resilient area.

Councilman Taylor thanked Mr. McCauley for his honesty. He agrees that the northern property is sustainable. He also stated that the south end protects Chincoteague. He added that he wants the parking that is sustainable along with the maximum protection from Assateague. He urged them to elevate the south end to help protect Chincoteague Island. He stated that there are other plans to maintain the beach and he would like to see the happy medium. He understands they have to work together.

Mr. McCauley stated that this plan is intended to manage the Refuge over the next 15 years to meet the mission and rules. He also added that this Plan also plays a role in beach protection and the infrastructure behind it. He feels that this isn't an issue that can be tackled in this Plan. Mr. McCauley stated that storm damage won't be addressed one community at a time. He added that it affects the entire Eastern Shore. He added that it isn't an issue they are dealing with at this point but they want it all to be sustainable with all the agencies coming together to help figure it out.

Ms. Bowden stated that on several occasions at meetings with Ms. Kicklighter she was asked what the costs would be to repair the parking lot. She stated that they were advised it would cost

approximately \$500,000. She feels that the figures listed in the Plans are very conservative. She asked if the funds have already been appropriated.

Mr. McCauley advised of the routine maintenance funds from FEMA. He advised of an estimate they received from a contracted engineering firm. He discussed the bids, funding and unspent funds. He feels that if they can get the design work done it would be easier to get construction funding.

Town Planner Neville discussed several paragraphs in the Plan that mention bringing in other beach agencies to assist in maintenance. He stated that in Chapter 2 it talks about endangered species and management actions anticipated in an appendix about wilderness designation and an appendix with a biological opinion. He advised that each of those states that the priority is to manage the wild beach plus the over washing of Tom's Cove plus the hook for the over wash habitat condition that's favorable to endangered species. He stated that this is a problem that all of Assateague Island Virginia would be managed for over wash. He also stated that the CCP describes the island as being more vulnerable in the location of Swan Cove.

Town Planner Neville stated that what they are looking at is a thousand page document where most of it says that USFWS want to manage for the most vulnerable condition. He added that this isn't reassuring, and when the Fish & Wildlife Service is at a table with other agencies the experience is that Fish & Wildlife gets to trump everyone else with endangered species. He stated that there is a whole lot else in that document.

Mr. McCauley stated that the emphasis in the Plan is how they are going to achieve their mission over the next 15 years. He stated that they can take some solid decisions from the process. He added that they start off with a recreation beach and parking to do it in a sustainable way to achieve in the wildlife mission. He hopes that any solution to resiliency would come out of this commitment. He feels that if it's left to the Army Corps of Engineers or any other agency it will be good for the infrastructure but not for the wildlife. He understands that they will give up some habitat, but have to see what is good for all.

Mr. McCauley stated that this plan isn't just about beach access and parking, it's about wildlife also. He also stated that public access to Tom's Cove is important which could include soft launches for kayaks along with crabbing. He stated that the Pony Management Agreement with the Fire Department is good. He also added that horseback riding will be allowed with the new regulations.

Vice Mayor Leonard asked about the new horseback riding regulations and how it will affect the Fire Company's roundup.

Mr. McCauley was unsure and stated that there is still a south viewing area. He stated that they are looking at creating a new viewing area along the beach.

Ms. Bowden wanted to know if a horse gets away during the roundup would they be able to go get it.

Mr. McCauley advised that they would be able to go get it. He added that they would rely on their partners in the Fire Department. He mentioned Alternative C which focuses more on wildlife and habitat and less on visitors and services. He added that there would be no OSV and no horseback riding access in Alternative C.

Supervisor Thornton asked if the US FWS was negotiating to buy the marshland that the Maddox's own.

Mr. McCauley advised that this was incorrect. He added that they are not in any negotiations for land acquisitions and that option expired long ago.

Mrs. Mason asked about a statement about the endangered Piping Plover and then corrected that they are threatened. She asked if they were endangered at one point and now threatened.

There was discussion and an explanation about endangered verses threatened and that the Plover was taken off the endangered species list.

Mrs. Mason stated that one reason why there is distrust happened a few years ago. She explained that there was an agreement with the US FWS to increase the entrance fee with the provision that the increase would be intended to put parking spaces back in the event of a storm. She stated that the money wasn't being used for this purpose; it was being used for everything else.

Mr. McCauley stated that the National Park Service received \$200,000 annually from gate receipts to operate the recreational beach areas.

Mrs. Mason stated that there was also an agreement with the townspeople to increase the fees for maintaining and repairing the parking areas.

Supervisor Thornton advised that this was correct.

Mayor Tarr stated that the \$200,000 is for maintenance and isn't just for parking areas. He advised that it's designated for all departments.

Mr. McCauley continued to review the map of Alternatives. He reviewed the open house schedule.

Councilman Howard stated that he is not assured regarding the beach replenishment. He stated that if the beach goes, Chincoteague goes. He understands it is a separate thing relative to the Comprehensive Plan. He asked how strongly the other agencies of the government feel about the safety of this community.

Mr. McCauley asked that everyone try to separate this issue from the CCP. He stated that this is one wildlife Refuge and is beyond the scope of the Plan. He added that the Plan is a blueprint as to how they are going to maintain the Refuge for the next 15 years. He understands that storm protection is what many communities are worried about up and down the Coast. He added that if

this is going to be addressed it has to be done in a broad area with lots of people. He knows the Town will be at that table as they have so much at stake. He would like to agree to focus on this Plan to help the Town get what they want from the Refuge while they continue with their core mission.

Councilman Howard agrees that this issue should be kept separate.

Mr. McCauley advised that there are steps being taken to begin to work on this issue.

Vice Mayor Leonard asked about the proposed wilderness area. He stated that in a wilderness area they limit everything short of walking, kayaking and bird watching. He stated that this area shown on the map today is being used as a very valuable aquaculture area. He asked if any thought has been given to the livelihoods of the watermen that have been using this area not just for aquaculture but for crabbing, hunting in the winter and water fowling. He stated that if this access is limited it will affect the community.

Supervisor Thornton stated that when someone asked about the purchase of the Maddox's marshland, she thought that the US FWS would try to control of all of the Assateague Channel or would have the possibility of doing that. She wanted to know that in the wilderness area how far they would be extending that area. She stated that there is no way they could agree to this. She advised that it could be devastating.

Mayor Tarr stated that this is an area they have to comment on.

Supervisor Thornton stated that VMRC told her that there is no way, they will stop that.

Vice Mayor Leonard advised that the crosshatch has nothing to do with the proposal.

Supervisor Thornton stated that the whole CCP can be thrown out if they have to go along with that.

Mayor Tarr thanked Mr. McCauley.

Supervisor Thornton asked Mr. McCauley not to take the comments personal as they like him.

Vice Mayor Leonard offered to take Mr. McCauley by boat to the wilderness area.

Mayor Tarr added that they could show him the seafood business.

Mr. McCauley stated that with all the issues on the table, he doesn't feel this would be a big fight.

- 3. ~~Strategy for Community Review and Comment~~
- ~~Review Draft Beach Access Newsletter~~
- ~~Review Draft Questionnaire~~

4.——Discussion and Comments

Adjourn

Councilman Jester motioned, seconded by Councilman Taylor to adjourn. Motion carried.

Ayes: Leonard, Taylor, Jester, Howard

Nays: None

Absent: Richardson, Muth

Mayor

Town Manager

MINUTES OF THE JUNE 19, 2014
CHINCOTEAGUE TOWN COUNCIL SPECIAL MEETING

Council Members Present:

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

Council Members Absent:

Tripp Muth, Councilman

CALL TO ORDER

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

INVOCATION

Councilman Howard thanked Mayor Tarr and previous Mayors and Councils that allowed prayer at the beginning of Council meetings.

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.

There was none.

AGENDA ADDITIONS/DELETIONS AND ADOPTION

Vice Mayor Leonard motioned, seconded by Councilwoman Richardson to adopt the agenda as presented. Motion carried.

Ayes: Leonard, Richardson, Taylor, Howard, Jester

Nays: None

Absent: Muth

1. POSSIBLE Adoption of the Fiscal Year “2015” Budget, Consisting of:

- | | |
|------------------------------------|---------------------------------|
| · Revenues for all Divisions | · Trolley Division Expenses |
| · General Government Fund Expenses | · Harbor Division Expenses |
| · Water Division Expenses | · Water, & Gen Gov. Rate Sheets |
| · Total Main Street Fund Expenses | |

Town Manager Ritter explained that there was a public hearing on June 3rd. He advised that the total budget is \$7,079,922. He advised that it has gone through the appropriate process for adoption. He stated that staff recommends that Council adopt the FY 2015 Budget as presented.

Vice Mayor Leonard motioned, seconded by Councilman Jester to adopt the Fiscal Year 2015 Budget as presented and advertised. Motion carried.

Ayes: Leonard, Richardson, Taylor, Howard, Jester

Nays: None

Absent: Muth

REVENUES		EXPENDITURES	
REAL ESTATE TAX	621,150.00	GENERAL GOVERNMENT	
TANGIBLE PROPERTY TAX	196,325.00	SALARIES & BENEFITS	719,277.00
DELINQUENT REAL & TANGIBLE TAXES	35,000.00	EMS SALARIES	266,590.00
PERSONAL PROPERTY TAX RELIEF	150,250.00	EXPENSES	948,067.00
MEALS TAX	688,418.00	CAPITAL IMPROVEMENTS	124,106.00
BANK FRANCHISE	42,300.00		
SALES TAX	143,500.00		
BUSINESS LICENSE	126,000.00		
MOTOR VEHICLE LICENSE	80,000.00	PUBLIC WORKS	
UTILITIES TAX	200,000.00	PUBLIC WORKS ADMIN.	
TRANSIENT OCCUPANCY TAX	848,643.00	SALARIES & BENEFITS	143,705.00
FINES	40,000.00	EXPENSES	473,282.00
INTEREST	10,000.00		
DECORATION DONATIONS	1,500.00	MOSQUITO CONTROL DIVISION	
CEMETERY CLEANUP DONATION	1,500.00	SALARIES & BENEFITS	39,785.00
USER FEES	25,000.00	EXPENSES	64,039.00
BUILDING PERMITS	53,622.00		
ZONING ADVERTISEMENTS	2,000.00	FACILITIES DIVISION	
GRANTS/LITTER	2,906.00	SALARIES & BENEFITS	241,130.00
SALE OF CAPITAL ASSETS	1,000.00	EXPENSES	96,010.00
HEALTH INSURANCE RETIREES	7,500.00	CAPITAL IMPROVEMENTS	7,180.00
FIRE PROGRAMS	11,910.00		
PAYMENT IN LIEU OF TAXES - USFWS	6,815.00	ROADS DIVISION	
HARBOR ADMINISTRATION	7,000.00	SALARIES & BENEFITS	159,961.00
RENTAL INCOME TROLLEY	12,000.00	EXPENSES	463,045.00
TOWER RENT	5,520.00		
COMMUNICATIONS TAX	209,000.00		
RECOVERED COST FROM WATER	83,174.00		
MISCELLANEOUS INCOME	26,000.00	POLICE DEPARTMENT	
SOLID WASTE COLLECTION FEE	386,667.00	SALARIES & BENEFITS	

			675,443.00
LAW ENFORCEMENT FUNDS	101,530.00	EXPENSES	101,740.00
DISPATCH REVENUE	29,000.00	CAPITAL IMPROVEMENTS	135,437.00
VDOT MAINTENANCE FUNDS	623,006.00		
ROAD PERMIT FEES	400.00	DISPATCH	
VA COMM. FOR THE ARTS GRANT	5,000.00	SALARIES & BENEFITS	267,926.00
POLICE COMMUNITY DONATIONS	20,000.00	EXPENSES	19,850.00
POLICE GRANTS	7,500.00		
SAFE ROUTES TO SCHOOLS GRANT	135,437.00		
TOTAL GENERAL FUND REVENUE	4,946,573.00	TOTAL GENERAL FUND EXPENSES	4,946,573.00
MAIN STREET PROJECT GRANTS	509,200.00	MAIN STREET	
TRANSFER FROM GENERAL FUND	188,800.00	EXPENSES	3,000.00
PROGRAM INCOME	3,000.00	CAPITAL IMPROVEMENTS	698,000.00
TOTAL MAIN STREET PROJECT	701,000.00	TOTAL MAIN STREET PROJECT	701,000.00
		HARBOR SALARIES & BENEFITS	34,542.00
HARBOR RENT	64,753.00	EXPENSES	173,211.00
SUBLEASES/LOADING DOCK/STORAGE	17,850.00		
HARBOR INTEREST	150.00	CAPITAL IMPROVEMENTS	65,000.00
FUEL REVENUE	190,000.00		
TOTAL HARBOR REVENUE	272,753.00	TOTAL HARBOR EXPENSES	272,753.00
		TROLLEY SALARIES & BENEFITS	39,400.00
TROLLEY GRANTS	48,900.00	EXPENSES	40,750.00
PROGRAM INCOME	7,000.00		
TRANSFER FROM GENERAL FUND	24,250.00		
TOTAL TROLLEY REVENUE	80,150.00	TOTAL TROLLEY EXPENSES	80,150.00
WATER RENT	1,033,086.00	WATER FUND	
WATERLINE EXTENSIONS	10,000.00	SALARIES & BENEFITS	329,238.00
SERVICE CONNECTIONS	10,500.00	EXPENSES	311,164.00
INTEREST ON WATER RESERVE	360.00	CAPITAL IMPROVEMENTS	439,044.00
MISCELLANEOUS INCOME	500.00		
AVAILABILITY FEES	25,000.00		
TOTAL WATER FUND REVENUE	1,079,446.00	TOTAL WATER FUND EXPENSES	1,079,446.00

TOTAL ALL REVENUES

7,079,922.00

TOTAL ALL EXPENDITURES

7,079,922.00

THE FOLLOWING RATES HAVE BEEN PROPOSED FOR THE CURRENT TAX YEAR WITHIN THIS BUDGET:

REAL ESTATE TAX LEVY	\$0.07 PER \$100 OF ASSESSED VALUE
PERSONAL PROPERTY	\$0.85 PER \$100 OF ASSESSED VALUE
EXCISE TAX (MEALS)	5%
EXCISE TAX (TRANSIENT OCCUPANCY)	4%
MOTOR VEHICLE LICENSE	\$27.00
SOLID WASTE COLLECTION	\$2.00 PER WEEK
PERSONAL PROPERTY TAX RELIEF	65%

Building and Zoning Permit Fees

Category	CURRENT FY "14"	DRAFT FY "15"
Res. New Construction: per sq ft	\$0.18	\$0.18
Res. New Const.: minimum fee	\$80.00	\$80.00
Res. Remodeling & Alterations: per sq ft	\$0.13	\$0.13
Res. Remodeling & Alterations: minimum fee	\$60.00	\$60.00
Comm. New Construction: per sq ft	\$0.23	\$0.23
[plus \$5 per plumbing fixture (Chinco)]		
Comm. New Constr.: minimum fee	\$110.00	\$110.00
Comm. Remodeling & Alterations: per sq ft	\$0.18	\$0.18
Comm. Remodeling & Alterations: minimum fee	\$90.00	\$90.00
Mobile Homes: per sq ft	\$0.18	\$0.18
Demolition of Structure: Residential	\$30.00	\$30.00
Demolition of Structure: Commercial	\$30.00	\$30.00
Removal/Installation fuel tanks:		
1000-3000 gallon capacity	\$115.00	\$115.00
Each additional 1000 gallon capacity	\$25.00	\$25.00
Installation of radio or communication tower:		
Up to 100 feet	\$115.00	\$115.00
Each additional 100 feet	\$45.00	\$45.00
Each Additional Attachment		
Piers or Bulkheads:		
Up to 300 linear feet	\$90.00	\$90.00
Each additional 100 linear feet	\$11.00	\$11.00
New Docks: per sq ft	\$0.18	\$0.18
Boat ramps & groins	\$115.00	\$115.00
Swimming Pools:		
Permanent Above-ground	\$60.00	\$60.00
In-ground	\$80.00	\$80.00
Commercial	\$80.00	\$80.00
Re-roofing (adding 1 layer to existing)	\$45.00	\$45.00

Installing New Sheathing-Residential while re-roofing		
Installing New Sheathing-Commercial while re-roofing		
Re-siding	\$45.00	\$45.00
Moved Buildings	\$80.00	\$80.00
For other work not listed:		
Residential	\$60.00	\$60.00
Commercial	\$90.00	\$90.00
Certificate of Occupancy (except when issued in conjunction w/a building permit):	n/a	n/a
No inspection required	\$30.00	\$30.00
Inspection required:		
Per sq ft	\$0.13	\$0.13
Minimum fee	\$60.00	\$60.00
Appeals to the Board of Appeals	\$450.00	\$450.00
Administrative Fees:		
Lost permit (reissue)	\$30.00	\$30.00
Permit amendment (reissue)	\$30.00	\$30.00
Change of use	\$50.00	\$50.00
Permit 6-month extension (2 ext. maximum)	\$30.00	\$30.00
For beginning constr. prior to obtaining BP:		
First offense	\$50.00	\$50.00
Second offense	\$200.00	\$200.00
Re-inspection fee	\$50.00	\$50.00
State Code Academy Surcharge	2.00%	2.00%
Refunds: (% of amount paid)		
Permit issued, no inspections	75%	75%
Foundation inspection completed	75%	75%
Framing & foundation inspection completed	25%	25%
Subdivision Review Fees (per each submitted plat):		
Up to 10 lots:		
Base fee	\$200.00	\$200.00
Each lot (in addition to base fee)	\$10.00	\$10.00
Over 10 lots or required new road construction:		
Base fee	\$500.00	\$500.00
Each lot (in addition to base fee)	\$20.00	\$20.00
Zoning Fees:		
Zoning inspections	\$0.00	\$0.00
Special use permit	\$450.00	\$450.00
Conditional use permit	\$1,500.00	\$1,500.00
Conditional use permit for Wind Mills	\$450.00	\$450.00
Variance application	\$450.00	\$450.00
Special use permit & variance application processed & presented at same time	\$540.00	\$540.00
Appeal decision of Zoning Administrator	\$450.00	\$450.00
Proposed rezoning change	\$730.00	\$730.00

Amendment to the zoning ordinance	\$330.00	\$330.00
Vacating any subdivision plat or any part thereof	\$250.00	\$250.00
Certification of zoning compliance (includes home occupation)	\$30.00	\$30.00
Site evaluation (subdivision)	\$100.00	\$100.00
Travel Trailer Park Fees:		

**FISCAL YEAR 2014/15
Rate Schedule
Curtis Merritt Harbor
(June 1, 2014 – May 31, 2015)**

25 ft Slip \$446.00	+ \$13
30 ft Slip \$503.00	+ \$15
40 ft Slip \$756.00	+ \$22
50 ft Slip \$1100.00	+ \$32
Slip at head of Collector Pier \$1210.00	

Loading Dock fees are \$7.00 per day after 4 hours for commercial vessels and \$10.00 a day for recreational vessels with a \$25.00 minimum.

Sub-permit rate for Commercial Vessels: \$4.50 per day or any portion of a day.

Sub-permit rate for recreational vessels: \$15.00 per day or any portion of a Day with a \$ 30.00 minimum or \$55.00 a Week (7 days) or \$220.00 a Month (30 days) any size slip.

Nets or other items left on dockside for storage over 3 days will be charged a \$10.00 fee per day.

Boat repair area for with a Harbor permit is \$10.00 per day after 7 days per season haul out.

For Non Harbor resident there will be \$15.00 a day charge after the first 8 hours.

Fees or Penalties for leaving the work area not cleaned \$50.00 one time penalty per haul out. If payment is not received all Harbor and Town Property privileges will be prohibited.

Trailer parking with Harbormasters permission, short term (less than Two weeks) \$5.00 per day. Trailer must have a tag and a user fee sticker.

D.W.MERRITT HARBORMASTER

WATER RATES, CHARGES AND BILLING FOR FY 15

A minimum rate applies to all accounts after the minimum allowed usage and an additional dollar amount is applied per 1000 gallons. The following table applies to 5/8 and 3/4 residential, commercial and other size water meter connections, subject to a review by council for a 3% increase each year.

Meter Size (inches)	Minimum Bill (Quarter)	Allowed Usage (gallons)	Per 1,000 gallons Over Allowance
5/8 & 3/4	\$29 residential	6,000	\$4.36
	\$47 commercial	6,000	\$5.16
1	\$115	15,000	\$5.16
1.5	\$228	30,000	\$5.16
2	\$365	48,000	\$5.16
3	\$727	96,000	\$5.16
4	\$1,135	150,000	\$5.16
6*	\$2,272	300,000	\$5.16
8	\$3,634	480,000	\$5.16

*One meter currently in the system is to be charged \$6.52 per 1000 gallons over the allowed usage.

Connection Fees

New connections to the water system shall be charged at the rate below plus all additional related costs incurred by the town:

\$670 for a 5/8" or 3/4" Meter connecting pipe

\$1,176 for a 1" connecting pipe

\$1,570 for a 2" connecting pipe

Availability Fee Schedule

Meter Size (inches)	Availability Fee
5/8 & 3/4	\$3,708
1	\$9,270
1.5	\$18,540
2	\$29,664
3	\$59,328
4	\$92,700
6	\$185,400
8	\$296,640

Condominiums are charged an availability fee of \$3,819 per living unit but supplied by a master meter with the minimum billing based on the size of the meter.

Billing and other charges

- No service shall be reconnected without payment of all delinquent charges plus a reconnecting charge of \$50.00.
- Any person having service disconnected by the Town for purposes other than plumbing repairs, shall be charged a fee of \$75.00.
- A change of ownership fee of \$50.00.
- An administrative fee will be applied to all Water main extensions, by the Town for a maximum of \$200 or 25%.

Water Bill Adjustments

If, after checking or testing the meter, the reading is found to be correct, the account will be charged \$50.00. If the meter or reading is found to be faulty or incorrect, the water bill will be adjusted accordingly.

2. Wastewater Advisory Committee Update

Mr. Spiro Papadopoulos advised that the Wastewater Advisory Committee completed the Wastewater Management Plan in June 2013. He also advised of the process and the work the Committee has put into the Plan. Mr. Papadopoulos stated that the community outreach was an additional effort for public input. He explained the support from the state and county. He stated that they have started preliminary discussions with a private utility company to see if that would be added as a recommendation to the Plan. He added that they were given some options and proper guidance for deliveries of such projects. He also stated that the idea is to pursue solicitations for proposals from private utility companies. He added that this is to facilitate design, build, with private financing and operations of the wastewater utility serving the business corridors from Maddox Boulevard to North Main Street. He added that the private utility company would like to form a Public Service Authority with the Town of Chincoteague as a partner.

Councilman Howard commended the Committee for being so considerate when writing the Plan.

There were brief comments from Council.

Councilwoman Richardson asked for clarification. She stated that the Sunset Bay Condominiums are using a private utility company. She asked if he was talking about everyone coming together and individuals having to hookup.

Mr. Papadopoulos advised this is not what they're talking about. He showed the area along Main Street on the map that they want to provide the utility. He further explained that this is the corridor with the motels, restaurants and shops. He stated that they want to expand on the Sunset Bay utility service area which offers service to customers on a voluntary basis.

Councilwoman Richardson asked where the system would be installed.

Mr. Papadopoulos explained that they suggest that the treatment plant be installed behind the Public Works building. He added that the outfall, after it is treated, would be piped to the mainland. He stated that this is the reason they wanted to include Accomack. He added that they are not going to use the waterways as it is not an option.

Councilman Howard stated that it's not a matter of when and where it is to be done it's a matter of having to do it. He added that by going along with the Committee's approach it would save everyone a lot of grief.

Mr. Papadopoulos stated that this is a proactive situation. He added that by doing it in this way they are mitigating any possible EPA regulations. He stated that they aren't talking about pumping sewage to the mainland, they're talking about treatment first. He advised that a bottle of water in San Diego is a bottle of recycled wastewater. He stated that they are in the process of

discussions with a private company and they will continue to report to Council. He added that they want all the facts to report.

Councilman Taylor asked if NASA's facility was still under-utilized.

Mr. Papadopoulos advised that they are not. He stated that NASA and the Navy are utilizing that facility.

Mayor Tarr added that they couldn't handle Chincoteague's discharge.

There was discussion about piping the treated water across the causeway so there would be no effect on the seafood business.

Mr. Papadopoulos further explained the treatment plant size, placement and noise levels. He stated that they will continue to come to Council with reports and updates.

3. Consider Adoption of the State Motor Vehicle Code

Mayor Tarr explained that the adoption of the State Motor Vehicle Code is a routine adoption that is done each year.

Town Manager Ritter advised that it is approved each year so that the changes from year to year are adopted as well. He stated that according to Town Attorney Poulson, there is a scoop provision allowing any automatic adoption of the amendments unless specifically rejected by the Town. He also stated that they contacted Town Attorney Poulson and he advised it should be readopted before July 1st. He added that everything is the same as last year except the date.

Councilman Howard motioned, seconded by Councilman Jester to adopt the State Motor Vehicle Code and changes taking affect July 1st, 2014. Motion carried.

Ayes: Leonard, Richardson, Taylor, Howard, Jester

Nays: None

Absent: Muth

Sec. 58-1. Compliance with chapter; violations and penalties generally.

(a) It shall be unlawful for any person to violate or fail to comply with any of the sections of this chapter or of any rule or regulation promulgated pursuant to this chapter.

(b) Every person convicted of a violation of any of the sections of this chapter for which no other penalty is provided shall be punished by a fine of not more than \$200.00.

(Code 1977, § 11-21)

State law references—Penalties for motor vehicle violations, Code of Virginia, § 46.2-113; town prohibited from imposing a penalty for violation of motor vehicle ordinance in excess of that imposed by state for a similar offense, Code of Virginia, § 46.2-1300.

Sec. 58-2. Adoption of state law; former provisions.

(a) Pursuant to the authority of Code of Virginia, § 46.2-1313, all of the provisions and requirements of the laws of the Commonwealth contained in Code of

Virginia, title 46.2 and in Code of Virginia, § 18.2-266 et seq. in effect July 1, ~~2013~~ **2014**, except those provisions which are contained elsewhere in this chapter and except those provisions and requirements the violation of which constitute a felony and except those provisions and requirements which by their very nature can have no application to or within the town, are adopted and incorporated in this chapter by reference and made applicable within the town. References to "highways of the state" contained in such provisions and requirements adopted in this subsection shall be deemed to refer to the streets, highways and other public ways within the town. Such provisions and requirements hereby adopted, mutatis mutandis, are made a part of this chapter as fully as though set forth at length in this chapter, and it shall be unlawful for any person within the town to violate or fail, neglect or refuse to comply with any provision of Code of Virginia, title 46.2 or of Code of Virginia, § 18.2-266 et seq., which is adopted by this section, provided that in no event shall the penalty imposed for the violation of any provision or requirement hereby adopted exceed the penalty imposed for a similar offense under Code of Virginia, title 46.2 or under Code of Virginia, § 18.2-266 et seq.

Amendments to the above adopted and incorporated provisions of the laws of the Commonwealth of Virginia hereafter adopted by the Commonwealth of Virginia shall be incorporated herein on their respective effective dates unless specifically rejected by the governing body of the Town.

(b) The provisions of this section, as readopted, shall be effective as 12:01am July 1, ~~2013~~ **2014**. As of such effective date, such readoption shall replace former section 58-2 as it existed prior to the effective date of readoption, provided that such repeal shall not affect any act or offense done or committed or any penalty or forfeiture incurred or any right established or suit or action pending on that day. Except as otherwise provided, neither the repeal of section 58-2 nor the enactment of this readoption shall apply to offenses committed prior to the effective date of this section, and prosecution for such offense shall be governed by prior law, which is continued in effect for that purpose.
(Code 1977, § 11-1; Ord. of 6-21-2001; Readopted 6-3-02, 6-2-03, 7-6-04, 6-16-05, 6-15-06, 6-4-07, 6-2-08, 7-1-09, **6-17-10**)

Sec. 58-3. Display of state license plate with current decal.

It shall be unlawful for any person to operate or for the owner or person in control thereof to knowingly permit the operation of, upon a street or highway of the town,

4. Mayor & Council Announcements or Comments

Councilwoman Richardson thanked Council for Councilman Howard's reception. She commended staff for their hard work. She also added that the public was pleased and Councilman Howard was very deserving of it. She stated that it has been a pleasure serving with Councilman Howard.

Vice Mayor Leonard also stated that it has been a pleasure serving with Councilman Howard. He stated that 32 years is a long time to be serving the Town. He added that his father enjoyed serving with Councilman Howard and he has also.

Councilman Howard told of a time he remembered serving with Councilman Donald Leonard.

Councilman Jester thanked Councilman Howard for all his years of service. He stated that he appreciated Councilman Howard referencing the servicemen in his opening prayers.

Councilman Howard reminded Council that it was because they need to keep in focus.

Councilman Taylor stated that he enjoyed serving with Councilman Muth. He also stated that when speaking about someone it's easy to give accolades. He stated that Councilman Howard gives praise and honor to God and no one else. He also stated that it was Councilman Howard's honor to pray. He knows Councilman Howard will continue to pray for our Town.

Mayor Tarr advised that he sent out a list of the committee assignments. He requested to hear from Council regarding this. He welcomed the two new Councilmen, Mr. Frese and Mr. Ellis. He then thanked Councilman Howard and stated that it has been a pleasure to serve with him as a Councilman and as the Mayor. He thanked him for all he has done for the Community.

Councilman Howard stated that he has been thinking about the length of time he has been here. He stated that Mayor Tarr hasn't missed a session since being the Mayor. He stated that is dedication. He also stated that he has served with Councilman Elect Frese. He advised that he hasn't had the honor of serving with Councilman Elect Ellis. He urged them to be forthright and believe that this is a good community. He also advised that they do the best they can for their community, letting their conscience be their guide. He added that above all seek the Lord's will in every decision they make. He also added that the fear of the Lord is the beginning of wisdom. He thanked everyone including those he served with in the past.

Councilman Howard also stated that he can't think of a better place to live because it's the best. He added that he will continue to pray for the Council and staff of the Town and that the Lord will bless the community. He stated that the Lord has blessed him in a special way.

Adjourn

Councilman Howard motioned, seconded by Vice Mayor Leonard to adjourn. Motion carried.

Ayes: Leonard, Richardson, Taylor, Howard, Jester

Nays: None

Absent: Muth

Mayor

Town Manager