

**MINUTES OF TOWN COUNCIL MEETING OF OCTOBER 24, 2012**

A meeting was held pursuant to notice in the Accomack County Board of Supervisor's Chambers, in Accomac, Virginia at 7:30 P.M. on Wednesday, October 24, 2012.

PRESENT: Brooks E. Allen, Mayor, Teresa Thomas, Joyce Lewis, Patricia Smith, James Johnson, Craig Cropper, and John Hilton, Councilmen; and Andrea J. Derby, Clerk.

Also present was Adam Repinski.

The minutes of the former meeting were approved.

The Mayor requested a status up-date on the two (2) burned-out properties scheduled for demolition. The Clerk responded that Carl Grey has added the required "highway heavy" to his Class C license. She further noted that the asbestos report has been ordered for the former funeral home and is awaiting the results.

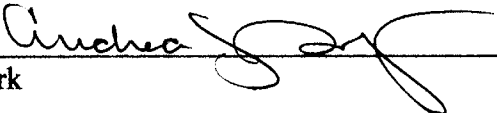
The matter of the proposed administrative fees was tabled until the next Meeting of Council.

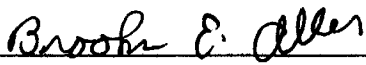
A brief discussion took place regarding the annual leaf pick-up. The Clerk was directed to contact Davis Disposal to schedule it for Monday, December 3, 2012. She was further directed to place an ad in the Eastern Shore News regarding same.

A discussion took place regarding a "sidewalk sign." After discussion, the Clerk was directed to purchase a sidewalk sign for the purpose of notifying the Town residents of the Town's current events.

It was determined that the November and December Meeting of Council be canceled unless important business should dictate the need for it between now and then.

No further business appearing the meeting adjourned.

  
Clerk

  
APPROVED

**MINUTES OF TOWN COUNCIL MEETING OF SEPTEMBER 26, 2012**

A meeting was held pursuant to notice in the Accomack County Board of Supervisor's Chambers, in Accomac, Virginia at 7:30 P.M. on Wednesday, September 26, 2012.

PRESENT: Brooks E. Allen, Mayor, Joyce Lewis, Patricia Smith, James Johnson, and Craig Cropper, Councilmen; and Andrea J. Derby, Clerk.

Also present was Adam Repinski.

The minutes of the former meeting were approved.

The Mayor requested a status up-date on the two (2) burned-out properties scheduled for demolition. The Clerk responded that Carl Grey has not added "highway heavy" to his Class C license. She further noted that the former funeral home still must have an asbestos report.

The Clerk provided the Council with a three (3) year price quote from Davis Disposal. After discussion and on motion by Pat Smith, seconded by Joyce Lewis, and carried to accept the three (3) contract.

Pat Smith noted that Sun Trust Bank would be closing the Accomac branch in December and the Town will lose the franchise fee.

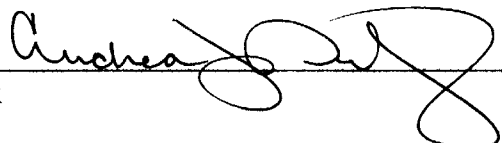
The Clerk was directed to research other town administrative fees and report back at the next Meeting of Council.

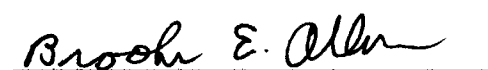
A brief discussion took place regarding Halloween. The Clerk was directed to place an ad in the Eastern Shore News noting that Halloween will be observed on Wednesday, October 31, 2012, that the curfew is 8:00 P.M., and the age limit is twelve (12) years of age.

The Treasurer presented her accounts for 2011-2012 and they were accepted as submitted and a copy the same is attached to these minutes.

Craig Cropper noted that there are election signs posted in residential districts.

No further business appearing the meeting adjourned.

  
Clerk

  
APPROVED

**Andrea J. Derby, Treasurer, Town of Accomac, General Fund**

<b>08-31-11 by amount in hand as per last accounting</b>		<b>\$1,347.47</b>
<b>Receipts</b>		
Sales taxes, June 2011 through May 2012	17,985.01	
Sun Trust Bank (franchise fee)	7,095.00	
CATV franchise fee (communications tax)	5,487.64	
Motor vehicle rolling stock tax	26.63	
Tipping fee rebates	0.00	
Fire grant	8,000.00	
Litter grant	1,000.00	
PPTRA	1,039.77	
Real estate taxes	17,495.21	
Personal property taxes	2,213.30	
Automobile decal sales	3,302.75	
Permits	5.00	
Misc credit (ANEC)	1.53	
<b>Total Receipts</b>	<b>\$63,651.84</b>	<b>\$64,999.31</b>
<b>Disbursements</b>		
Fire grant expenditure	8,000.00	
Insurance	710.00	
Dues	571.00	
Social security & unemployment taxes	20.48	
Telephone & DSL	1,501.13	
Litter grant expenditure	717.37	
Waste removal	35,984.16	
Electric	8,327.10	
Legal	283.00	
Council per diems	2,280.00	
Planning Commission per diems	270.00	
Decal & tax commission	1,087.80	
Clerk salary (1,500.00 less 114.75 taxes)	1,385.25	
Mayor salary (800.00 less 61.20 taxes)	738.80	
Zoning Administrator salary (360.00 less 27.54 taxes)	332.46	
PO Box rent	44.00	
Landscaping/beautification	60.41	
Automobile decals costs	96.74	
Preparation of taxes	150.00	
Christmas (wreaths-Mike Lewis)	150.00	
Printing & publication	2,679.59	
Web site (domain and hosting for two years)	0.00	
Parade	108.26	
Flowers (Gresham)	52.52	
Contribution (Community Band)	100.00	
Flag donation (Mike Lewis)	150.00	
Sidewalk / curb maintenance (Ken Ward)	1,500.00	
Election	779.88	
Office rent (23401 Front Street, Accomac, VA)	1,500.00	
Office heat (heater oil)	901.86	
<b>Total Expenditures</b>	<b>\$70,481.81</b>	
<b>08-31-12 Amount of Balance In Hand</b>		<b>- &lt;\$5,482.50&gt;</b>

**INVESTMENT ACCOUNTS**

Sun Trust Money Market Account		\$40,773.54
Interest	+	\$50.60
Sun Trust CD	-	\$18,317.17
New Total		\$59,141.31

Sun Trust CD 25 month @ 2.00 % matures 08/26/2012		\$20,761.59
Sun Trust CD 39 month @ 2.40 % matures 04/27/2014		\$50,000.00
Sun Trust CD 63 month @ 2.40 % matures 04/27/2016		\$50,000.00

## MINUTES OF TOWN COUNCIL MEETING OF AUGUST 22, 2012

A meeting was held pursuant to notice in the Accomack County Board of Supervisor's Chambers, in Accomac, Virginia at 7:30 P.M. on Wednesday, August 22, 2012.

PRESENT: Brooks E. Allen, Mayor, Joyce Lewis, Patricia Smith, and Craig Cropper, Councilmen; and Andrea J. Derby, Clerk.

Also present was Adam Repinski.

The minutes of the former meeting were approved.

The Mayor announced the public hearing open in respect to comments concerning the budget for the year 2012-2013. After a brief discussion, and motion by Mrs. Smith, seconded by Mrs. Lewis and carried to raise the real estate taxes back to \$0.07 per \$100. Then voice votes were called for in respect to the adoption of the budget and were recorded as follows:

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Patricia Smith			James Johnson
Joyce Lewis			John Hilton
Craig Cropper			Teresa Hartman

The proposed levy on real estate, personal property and machinery and tools for the year 2012 was then brought up and it was ordered that:

A tax levy of \$0.07 be and the same hereby is levied upon each and every \$100.00 of assessed value of real estate and mobile homes and a tax levy of \$0.10 be and same is hereby levied upon each and every \$100.00 of assessed value of personal property and machinery and tools in the Town of Accomac, assessed with taxes for the year 2012, the same to be used for Town purposes.

The Clerk reported having spoken with Town Attorney, David W. Rowan, who advised that adjusting the Town's fees schedule does not require a public hearing. This matter was tabled until the next Meeting of Council.

The Mayor then requested a status up-date of the two (2) burned-out properties scheduled for demolition. The Clerk responded that David Rowan had forwarded the requested letter to David Fluhart advising that the two (2) specific ordinances regarding the burned-out properties were adopted correctly and in accordance with the Va. Code. She noted that although Carl Grey has his Class C license, Mr. Fluhart has requested that he add "highway heavy" to the license. She further noted that the former funeral home still must have an asbestos report. In addition, she noted that she has provided Mr. Rowan with the bankruptcy file on the cottage for his review.

Minutes of August 22, 2012

The Clerk noted that she had forwarded a letter of thanks to the Zion Baptist Church for their water donation for the annual 4<sup>th</sup> of July parade.

The Clerk reported that she had not yet received a cost figure from Davis Disposal for the up-coming year, but would forward it upon receipt.

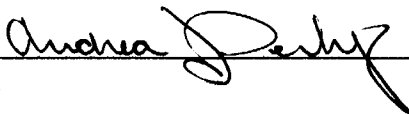
The Clerk provided the Mayor and Council with a letter of response from Roland Hargis' attorney, Carl Bundick, regarding his property on Lilliston Avenue. After a brief discussion, it was decided that the fallen tree and damaged porch have removed and no further action would be taken.

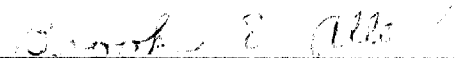
A discussion took place regarding the Sun Trust CD coming due. Mrs. Smith was directed to move it into a 37 month @ 0.85%.

The Mayor reported that Mike Lewis was making some adjustments to the holiday wreath frames and then they could be re-wrapped and re-strung.

Mr. Cropper requested a status update on the Drummondtown property near Zoning Administrator, RJ Johnson. The Clerk responded that she hadn't received anything from Mr. Johnson yet.

No further business appearing the meeting adjourned.

  
Clerk

  
APPROVED

## **MINUTES OF TOWN COUNCIL MEETING OF JULY 25, 2012**

A meeting was held pursuant to notice in the Accomack County Board of Supervisor's Chambers, in Accomac, Virginia at 7:30 P.M. on Wednesday, July 25, 2012.

**PRESENT:** Brooks E. Allen, Mayor, Joyce Lewis, Patricia Smith, Craig Cropper, and James Johnson, Councilmen; and Andrea J. Derby, Clerk.

Also present was Adam Repinski.

The minutes of the former meeting were approved.

The Clerk reported having met with David Fluhart, Director of Accomack County Department of Building and Zoning, regarding the two (2) burned out properties. Mr. Fluhart advised that he was awaiting Mark Taylor's opinion, (attorney for the County of Accomack).

Patricia Smith reported having spoken with James Kilby. Mr. Kilby questioned if he could open an antique shop in his garage behind his bed & breakfast on Lilliston Avenue. The Mayor responded that the property in question was zoned residential and business was not allowed.

The Clerk reported that the Town's waste removal contract with Davis Disposal would be up September 30, 2012. She further noted that there is two (2) one year options built in the contract. The Clerk was directed to contact Davis Disposal to obtain a price quote for the up coming year.

## Page 2 Minutes of July 25, 2012

The Mayor called for a discussion on the budget for fiscal year 2012-2013. The Clerk presented her proposed expenditures and estimated revenues and levy to the Town as follows:

### Proposed Expenditures for period ending August 31, 2013

Waste removal	\$36,000.00
Street lights	8,400.00
Commission	1,100.00
Salaries	2,660.00
Legal	1,500.00
Meetings	2,400.00
Printing & publications	2,300.00
Post Office Box Rent	44.00
Social security & unemployment taxes	400.00
Automobile decals	100.00
Tax list & tax tickets	150.00
Election	0.00
Contributions	250.00
Landscaping	100.00
Insurance	700.00
Christmas	100.00
Litter control	1,000.00
Fire grant expenditure	8,000.00
Telephone & DSL	1,500.00
Parade	100.00
Office (lease)	1,500.00
Office (heat)	900.00
Surplus	1,196.00
	<hr/>
	\$70,400.00

### Proposed Revenues for period ending August 31, 2013

Local sales tax	\$18,000.00
Bank franchise tax	7,100.00
Real estate taxes	25,000.00
Personal property taxes	2,200.00
Automobile decals	3,300.00
Litter grant	1,000.00
Fire grant	8,000.00
Communications tax (CATV)	4,700.00
PPTRA	1,000.00
Permits	50.00
Interest	50.00
From Reserves	0.00
	<hr/>
	\$70,400.00

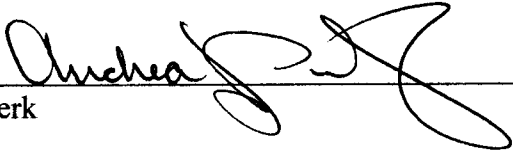
After discussion the budget estimate of expenditures and revenues was tentatively adopted, together with an \$0.07 per \$100.00 levy on real estate and mobile homes and \$0.10 per \$100.00 levy on personal property and machinery and tools and \$27.00 for motor vehicle decals, subject to final approval. The Clerk was directed to publish the same in the August 8, 2012 issue of the Eastern Shore News giving notice of a public hearing on the budget to be held at the Board of Supervisor's Chambers in Accomac, Virginia on the evening of August 22, 2012 at 7:30 P.M.

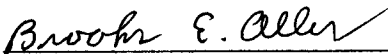


**Page 3 Minutes of July 25, 2012**

A brief discussion took place regarding Roland Hargis' property on Lilliston Avenue. The Clerk was directed to forward a letter regarding its dilapidated condition.

No further business appearing the meeting adjourned.

  
Clerk

  
APPROVED

**MINUTES OF TOWN COUNCIL MEETING OF JUNE 27, 2012**

A meeting was held pursuant to notice in the Accomack County Board of Supervisor's Chambers, in Accomac, Virginia at 7:30 P.M. on Wednesday, June 27, 2012.

**PRESENT:** Brooks E. Allen, Mayor; Teresa Godsey Hartman, Joyce Lewis, Patricia Smith, and Craig Cropper, James Johnson, Councilmen; and Andrea J. Derby, Clerk.

Also present were Ken Landis, James Kilby, Daniel Burrell, Adam Repinski and R.J. Johnson, Zoning Administrator.

The minutes of the former meeting were approved.

The Mayor reported that the Zion Baptist Church would again be providing bottled water for the annual non-motorized 4<sup>th</sup> of July parade.

The Mayor opened the floor to Daniel Burrell. Mr. Burrell questioned the Town requirements for a bed & breakfast. R.J. Johnson, Zoning Administrator, responded that the property, located on Lilliston Avenue, is zoned R-1, that the owner must live there and a special use permit is required for a bed and breakfast.

Patricia Smith reported that Jody Hopkins accepted the vacant seat on the Planning Commission.

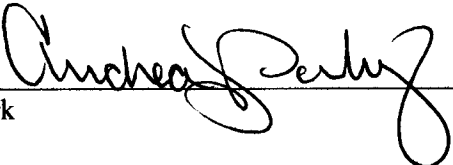
The Council requested the status of the two demolition properties. The Clerk responded that she had talked with Carl Gray, who reported that he is still awaiting his Class C license and asbestos report on the former funeral home. The Council suggested that David Fluhart, Director of Building and Zoning for Accomack County, David Rowan, Town Attorney, and Mr. Gray attend the next meeting of council.

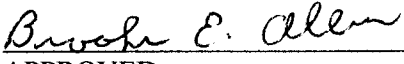
The Mayor reported having received several complaints regarding homes that have multiple families living within single-family dwellings.

Craig Cropper reported having spoken with Lance Eller of VDOT regarding trees overhanging the roadways. Mr. Eller noted that VDOT has contracted out for the trimming of such tree branches and the Town should provide him with a list of properties in need of attention.

A brief discussion took place regarding the annual 4<sup>th</sup> of July parade. On motion by Joyce Lewis, seconded by Patricia Smith and carried for the Town to donate One Hundred Dollars (\$100) to the Community Band.

No further business appearing the meeting adjourned.

  
Clerk

  
APPROVED

## MINUTES OF TOWN COUNCIL MEETING OF MAY 23, 2012

A meeting was held pursuant to notice in the Accomack County Board of Supervisor's Chambers, in Accomac, Virginia at 7:30 P.M. on Wednesday, May 23, 2012.

PRESENT: Brooks E. Allen, Mayor; Teresa Godsey Hartman, Joyce Lewis, Patricia Smith, and Craig Cropper, James Johnson, Councilmen; and Andrea J. Derby, Clerk.

Also present were Adam Repinski and Andrew Cropper.

The minutes of the former meeting were approved.

The matter of the vacant seat on the Planning Commission was tabled until the next Meeting of Council.

A brief discussion took place regarding the annual litter grant and the annual spring clean up.

A discussion took place regarding the progress of the demolition of the two (2) burned-out properties in the Town. The Clerk reported that Carl Gray had applied for his Class C license, that the former funeral homes requires an asbestos report, and the taxes have not been paid on the cottage. On motion by Mrs. Smith, seconded by Mrs. Hartman, and carried for the Town to pay the taxes on the cottage, so the demo permit could be obtained.

It was noted that the Annual 4<sup>th</sup> of July Parade would take place on Wednesday, July 4, 2012.

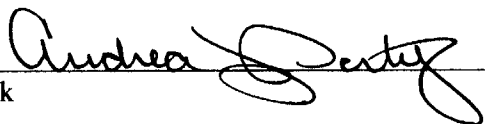
Mr. Cropper reported that there are tree limbs overhanging the power wires and streets. Mrs. Smith suggested passing an ordinance requiring the property owner(s) to keep their limbs trimmed back.

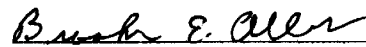
Mr. Cropper reported that there are several overgrown properties within the Town.

Mr. Cropper suggested passing an ordinance regarding the playing of basketball on the streets within the Town.

Mr. Cropper further reported that he researched the discharging of firearms had to be at least 100 yards away of any Town property line.

No further business appearing the meeting adjourned.

  
Clerk

  
APPROVED

## MINUTES OF TOWN COUNCIL MEETING OF APRIL 25, 2012

A meeting was held pursuant to notice in the Accomack County Board of Supervisor's Chambers, in Accomac, Virginia at 7:30 P.M. on Wednesday, April 25, 2012.

PRESENT: Brooks E. Allen, Mayor; Teresa Godsey Hartman, Joyce Lewis, Patricia Smith, and Craig Cropper, Councilmen; and Andrea J. Derby, Clerk.

Also present was Adam Repinski.

The minutes of the former meeting were approved.

A discussion took place regarding the filling of the vacant seat on the Planning Commission. The Clerk provided the Council with a letter from Chairman of the Planning Commission, Mary Dahlke, stating that she had spoken with both Jody and Pat Hopkins who said they would be willing to fill the seat. The Council requested that Pat Smith contact Mary Dahlke to tell them that the Council approved either of them.

Craig Cropper reported that no progress had been made on the matter of the discharging of firearms within close proximity to the Town limits.

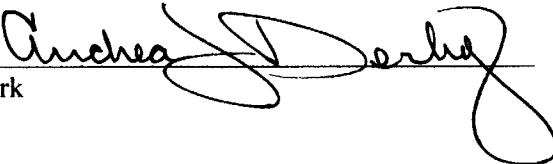
The Clerk provided the Mayor with the two (2) demolition contracts for his signature.

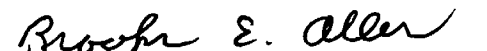
A brief discussion took place regarding the holiday banners/wreaths. This matter was tabled.

Pat Smith and Teresa Hartman reported that they would soon purchase and fill the Town planters.

The Mayor opened the floor up to citizen comments. Adam Repinski questioned how many consecutive meetings could be missed before a Council member would be discharged. The Mayor responded with three (3). The Clerk was directed to forward a letter to John Hilton regarding same.

No further business appearing the meeting adjourned.

  
Clerk

  
APPROVED

## MINUTES OF TOWN COUNCIL MEETING OF MARCH 28, 2012

A meeting was held pursuant to notice in the Accomack County Board of Supervisor's Chambers, in Accomac, Virginia at 7:30 P.M. on Wednesday, March 28, 2012.

PRESENT: Brooks E. Allen, Mayor; Teresa Godsey Hartman, James Johnson, Craig Cropper, Patricia Smith, and Joyce Lewis, Councilmen; and Andrea J. Derby, Clerk.

No citizens were present.

The minutes of the former meeting were approved.

The Clerk presented the Mayor with the sealed bids for the demolition of the two (2) burned-out properties in the Town and were recorded as follows:

<u>Name/Company</u>	<u>Cottage</u>	<u>Funeral Home</u>	<u>Total</u>
Carl Gray/Best Ever Lawn Care	\$4,973	\$9,942	\$14,915
Ryan Rouell/AW Custis	\$6,100	\$10,000	\$16,100
Robert Seckers/The Task Force	\$8,420	\$14,980	\$23,400

On motion by Mrs. Smith, seconded by Mrs. Hartman, and carried for the Town to accept the bids from Carl Gray of Best Ever Lawn Care. The Clerk was directed to contact Town Attorney, David W. Rowan to have the contract prepared

Craig Cropper reported having spoken with Todd Wessells regarding shooting in close range of the Town limits. Mr. Cropper reported that the County's ordinance states that you can't shoot within fifty feet (50') of Town limits. The Clerk was directed to contact Town Attorney, David W. Rowan regarding this matter.

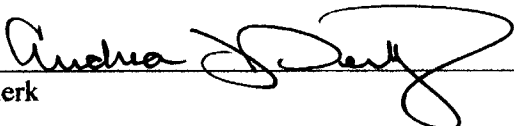
Pat Smith provided the Council with literature for pole banners and holiday wreaths. After a brief discussion the matter was tabled until the next Meeting of Council.

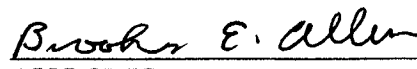
Pat Smith reported that Drummond Ayers accepted filling Sam Nock's seat on the Planning Commission. The matter of the Bob Gresham's seat on the Planning Commission was tabled until the next Meeting of Council.

A discussion took place regarding the Annual Spring Clean Up. It was decided to hold the clean up the week of May 7, 2012. The Clerk was directed to contact Davis Disposal and place the ad in the Eastern Shore News.

Pat Smith reported having been in contact with Roland Hargis regarding his property located at 22187 Lilliston Avenue. She further reported that the fallen tree has been removed and that he plans to fix up the property for his son.

No further business appearing the meeting adjourned.

  
Clerk

  
APPROVED

## MINUTES OF TOWN COUNCIL MEETING OF FEBRUARY 22, 2012

A meeting was held pursuant to notice in the Accomack County Board of Supervisor's Chambers, in Accomac, Virginia at 7:30 P.M. on Wednesday, February 22, 2012.

PRESENT: Brooks E. Allen, Mayor; James Johnson, Craig Cropper, Patricia Smith, and Joyce Lewis, Councilmen; and Andrea J. Derby, Clerk.

Also present were Adam Repinski, Supervisor Robert D. Crockett, and Mark Taylor, County Attorney.

The minutes of the former meeting were approved.

The Clerk reported having met with Town Attorney, David Rowan, who advised that the Town should re-bid the demolition of the former funeral home and burned cottage. On motion by Pat Smith, seconded by Joyce Lewis, and carried to re-bid the demolition of said burned properties. The Clerk was directed to place a bid ad for bids to be received by the next Meeting of Council.

Craig Cropper reported having spoken with Robert D. Crockett regarding shooting of firearms close to town limits. Mr. Cropper reported that he is awaiting a response from Sheriff Todd Godwin.

Mayor Brooks Allen reported having spoken with Eddie Webb. The Mayor reported that Mr. Webb is willing to be the sidewalk/curb maintenance liaison. The Mayor also reported that Mr. Webb is willing to fill Michael Cropper's seat on the Board of Zoning Appeals.

Pat Smith reported that Ken Ward's contract for the maintenance of the sidewalks and curbs ended in December 2011.

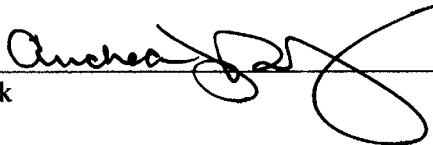
The matter of the replacement of Sam Nock's and Bob Gresham's seats on the Planning Commission was tabled until the next Meeting of Council.

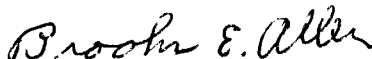
Pat Smith provided the Council with a price for pole banners with necessary hardware. This matter was tabled until the next Meeting of Council.

The Clerk provided the Council with a letter from Chris Newman regarding town expenditures. No action was taken.

The Clerk provided the Council with a complaint regarding 22187 Lilliston Avenue. No action was taken.

No further business appearing the meeting adjourned.

  
Clerk

  
APPROVED

**MINUTES OF TOWN COUNCIL MEETING OF JANUARY 25, 2012**

A meeting was held pursuant to notice in the Accomack County Board of Supervisor's Chambers, in Accomac, Virginia at 7:30 P.M. on Wednesday, January 25, 2012.

PRESENT: Brooks E. Allen, Mayor; James Johnson, Craig Cropper, Teresa Hartman, Patricia Smith, and Joyce Lewis, Councilmen; and Andrea J. Derby, Clerk.

Also present were R.J. Johnson, Zoning Administrator, and Adam Repinski.

The minutes of the former meeting were approved.

Mr. Cropper provided the Council with a "late sealed bid" from Carl Gray of Best Ever Lawn Care for the demolition of the two burned out properties in the following amounts:

Former funeral home \$9,942.00  
Cottage \$4,973.00

On motion by Mrs. Smith, seconded by Mrs. Lewis, and carried for the Clerk to contact Town Attorney, David Rowan, to check on the "next step" regarding this matter.

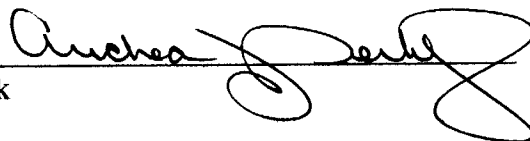
Mr. Cropper reported that there is some shrubbery overgrowing the sidewalks within the Town. Mrs. Hartman was asked to contact Ken Ward regarding this matter.

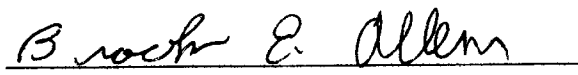
Mrs. Smith reported that some of the holiday wreaths and pole brackets are in bad shape. She asked the Council to consider purchasing pole banners/flags.

Mr. Cropper reported that there is some shooting too close to the town limits. He requested that a letter be forwarded to Supervisor Robert Crockett.

The Clerk reported that there are two vacant seats (Sam Nock's and Bob Gresham's) on the Planning Commission that must be filled. Mr. Cropper reported that Michael Cropper's seat on the Board of Zoning Appeals must also be filled. This matter was tabled until the next Meeting of Council.

No further business appearing the meeting adjourned.

  
Clerk

  
APPROVED