

MINUTES OF TOWN COUNCIL MEETING OF OCTOBER 23, 2013

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 23, 2013.

PRESENT: Brooks E. Allen, Mayor, Joyce Lewis and James Johnson, Councilmen, and Andrea J. Derby, Clerk.

Also present were Dana Bundick, Treasurer Accomack County and Mike Mason, Finance Director Accomack County.

The minutes of the former meeting were approved.

The Mayor opened the floor up to Mike Mason and Dana Bundick in regards to the vehicle license fee (VLF). Mr. Mason explained two possible options regarding including the VLF on the personal property tax billings:

1. Including the VLF on the Town tax bills
2. Including the VLF on the County tax bills


He noted that both options would cost the Town an initial set up fee. He advised contacting other incorporated Towns to see if they would be interested in sharing the costs. He further noted the "option 2" would be more feasible. Either option would have to be approved by the Accomack County Board of Supervisors. This matter was tabled.

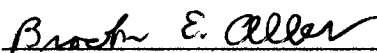
The annual leaf pick up scheduled for December 16, 2013. The Clerk was directed to contact Davis Disposal and to advertise same on the "Town Sign."

It was noted that Michael Lewis would be hanging up the holiday wreaths.

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 25, 2013

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 25, 2013.

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

No citizens / residents were present.

The minutes of the former meeting were approved.

A discussion took place regarding Halloween. The Clerk was directed to place an announcement on the community bulletin boards and on the Town sign.

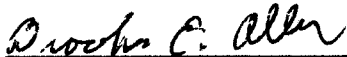
Joyce Lewis reported having spoken with the Sheriff's department regarding the cat population in the Lilliston Avenue area. She noted that Animal Control has put out traps. It was further noted that a petition regarding the over-population has been started.

Craig Cropper requested a status up-date regarding Anita Johnson's burned out property. The Clerk responded that Ms. Johnson is still negotiating with Carl Gray and David Elliott.

The Treasurer presented her accounts for 2012-2013 and they were accepted as submitted and a copy the same is attached to these minutes.

No further business appearing the meeting adjourned.


Clerk


APPROVED

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

08-31-12 by amount in hand as per last accounting		< 5,482.50 >
Receipts		
Sales Tax (June 2012 Through May 2013)	25,018.27	
Sun Trust Bank (Franchise Fee)	7,590.00	
CATV Franchise Fee (Communications Tax)	5,502.18	
Motor Vehicle Rolling Stock Tax	23.98	
Tipping Fee Rebate	0.00	
Fire Grant	8,000.00	
Litter Grant	1,203.00	
PPTRA	1,039.77	
Real Estate Taxes	16,574.42	
Personal Property Taxes	1,635.35	
Automobile Decal Sales	3,408.75	
Permits	0.00	
Car Rental Distribution	3,988.60	
Total Receipts	\$73,984.32	\$68,501.82
Disbursements		
Fire Grant Expenditure	8,000.00	
Insurance	710.00	
Dues	599.50	
Social Security & Unemployment Taxes	22.08	
Telephone & DSL	1,631.59	
Litter Grant Expenditure	785.12	
Waste Removal	35,979.48	
Electric	8,031.83	
Legal	355.75	
Council Per Diems	1,950.00	
Planning Commission Per Diems	0.00	
Decal & Tax Commission	1,306.76	
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	0.00	
Automobile Decals Costs	100.99	
Tax Preparation	150.00	
Printing & Publication	1,466.99	
Web Site (domain name and hosting)	187.75	
Parade	255.93	
Contribution (fire co and band)	1,100.00	
Public Works (Mike Lewis)	300.00	
Sidewalk / Curb Maintenance	0.00	
Christmas	188.42	
Misc (demo funeral home, asbestos report)	10,442.00	
Election	0.00	
Office Rent (23401 Front Street, Accomac, VA)	1,500.00	
Office Heat (Floyd Energy - oil)	531.05	
Office Misc (sidewalk sign, fan, clock, light bulbs, batteries)	317.24	
Total Expenditures	\$78,412.99	
08-31-13 Amount of Balance In Hand		< 9,911.17 >

INVESTMENT ACCOUNTS

Sun Trust Money Market Account		\$59,141.31
Interest	+	\$59.14
Total		\$59,200.45

Sun Trust CD 25 month @ 0.65 % matures 09/26/2014		\$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 28, 2013

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 28, 2013.

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

Also present was Paul White.

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 2013-2014. After a brief discussion 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>
James Johnson	none	none	Teresa HartmanThomas
John Hilton			
Patricia Smith			
Joyce Lewis			
Craig Cropper			

The proposed levy on real estate, personal property and machinery and tools for the year 2013 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 2013, the same to be used for Town purposes.

The Mayor opened the floor to Paul White. Mr. White reported that there is an over-population of feral cats on Allentown. After discussion, Joyce Lewis was directed to contact the Sheriff's department (animal control), Patricia Smith was directed to contact Mr. White to obtain a petition, and the Clerk was directed to forward a letter to the Sheriff's department (animal control) regarding same.

The Clerk was directed to contact Mike Mason (Accomack County's Finance Director) and Dana Bundick (Accomack County's Treasurer) to extend an invitation to attend a meeting of council to discuss automobile decals.

It was reported that the over-grown shrubbery has been cleared from around the Debtor's Prison.

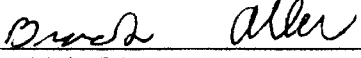
Craig Cropper noted that VDOT has trimmed back the over-hanging branches along some of the roads.

It was further noted that the streets/gutters have been swept.

Patricia Smith questioned if the Town should contract out to have the curbs sprayed for weed growth. Due to the season, no action was taken.

No further business appearing the meeting adjourned.


Clerk


APPROVED

MINUTES OF TOWN COUNCIL MEETING OF JULY 24, 2013

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 24, 2013.

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

Also present were Andrew Cropper, Adam Repinski and Tom Hines.

The minutes of the former meeting were approved.

The Clerk provided the Council with a communication from Jeff Beall of Tasley Fire Company. The memo noted that the hydrant on Old Mill Lane was tested on July 15, 2013 and that it flowed 1,000 gallons per minute for approximately five minutes.

The Mayor opened the floor to Tom Hines. Mr. Hines questioned who was in charge of the Debtor's Prison. He noted that it was over-grown with vines. He further noted that the sidewalks and curbs were over-grown with weed growth.

A brief discussion took place regarding the annual 4th of July parade. By motion of Joyce Lewis, seconded by Patricia Smith and carried to make a donation to the Community Band in the amount of \$100. The Mayor noted that Charlie Russell of WESR volunteered to sponsor the popsicles next year.

The Clerk reported having spoken with Mike Mason, Finance Director for Accomack County, in reference to the Town's decal fee. The Clerk was directed to contact Dana Bundick, Treasurer for Accomack County and Mr. Mason to extend an invitation to them to attend a Meeting of Council to discuss this further.

The Mayor called for a discussion on the budget for fiscal year 2013-2014. The Clerk presented her proposed expenditures and estimated revenues and levy to the Town as follows:

PAGE 2, MINUTES JULY 24, 2013


	Proposed Expenditures for period Ending August 31, 2014
Garbage disposal	\$36,000.00
Electric	8,000.00
Commission	1,300.00
Salaries	2,660.00
Legal	300.00
Meetings	2,000.00
Printing & publications	2,000.00
Post Office Box Rent	50.00
Dues	600.00
Social security & unemployment taxes	400.00
Automobile decals	100.00
Tax list & tax tickets	150.00
Election	800.00
Landscaping	100.00
Insurance	700.00
Christmas	200.00
Litter control	1,200.00
Fire grant expenditure	8,000.00
Telephone & fax line	1,600.00
Parade	100.00
Office (lease)	1,500.00
Office (heat)	700.00
Public works	450.00
	<hr/>
	\$68,910.00

	Proposed Revenues for period Ending August 31, 2014
Local sales tax	\$25,000.00
Real estate taxes	17,000.00
Personal property taxes	2,000.00
Automobile decals	3,000.00
Litter control grant	1,200.00
Fire grant	8,000.00
Communications tax (CATV)	5,500.00
PPTRA	1,000.00
Car Rental	5,000.00
Interest	50.00
From Reserves	1,160.00
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	\$68,910.00

After discussion and on motion by Joyce Lewis, seconded by Patricia Smith and carried 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 14, 2013 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 28, 2013 at 7:30 P.M.

Mr. Cropper questioned the status of Anita Johnson's burned out property. The Clerk responded that Ms. Johnson is negotiating with David Elliott.

No further business appearing the meeting adjourned.


Clerk


APPROVED

MINUTES OF TOWN COUNCIL MEETING OF JUNE 26, 2013

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 26, 2013.

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

Also present were Ken Landis, James Kilby, Daniel Burrell, and Andrew Cropper.

The minutes of the former meeting were approved.

The Clerk provided the Mayor with the recorded Memorandum of Lien for the costs of demolishing the former funeral home.

The Mayor opened the floor to Mr. Landis, Mr. Kilby, and Mr. Burrell. They questioned the process involved in order to operate an antique shop out of their garage. The Mayor responded that they would have to contact RJ Johnson, Zoning Administrator for the Town. He noted that the Council has not approved any business in residential zones.

Mrs. Smith noted that the Town Hall's roof would be done soon.

Mrs. Smith reported that she had spoken with Mr. Irvine of Alpha Metal Art regarding the "welcome" signs for the Town's entrances, and that it would cost approximately \$500 per sign. This matter was tabled. It was further noted that permission would also have to be obtained from ANEC and Verizon.

Mrs. Lewis reported having spoken with Mike Mason, Finance Director for the County of Accomack, and that there's a possibility that the County may be able to include the decal fee on the Town's tax bills. The Clerk was directed to contact Mr. Mason regarding same. This matter was tabled until the next Meeting of Council.

The Council questioned the status of Anita Johnson's burned out home. The Clerk responded that Ms. Johnson is awaiting two estimates (from Carl Grey and David Elliott). Mr. Cropper noted that he had spoken with Mr. Grey who said he was waiting to hear back from Ms. Johnson. This matter was tabled.

A brief discussion took place regarding the pond hydrant. Mr. Cropper suggested forwarding a letter to Tasley Fire Company, requesting that the pond hydrant be tested. The Clerk was directed to forward such a letter.

Mr. Cropper noted that there didn't seem to be much put out for the annual town clean up.

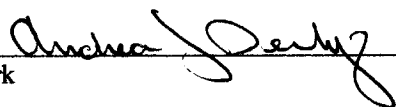
The Clerk noted that she had spoken with Ricky Wallace, who said the Church was going to supply the water for the Annual 4th of July Parade. She further noted that an equestrian club was going to participate as well. Mrs. Lewis volunteered to contact the Sheriff's department and the Community Band.

Mr. Cropper questioned if the Town had to give the funds from the Fire Grant to Tasley Fire Company. The Clerk responded that it did not, but it all had to be expended and reported.

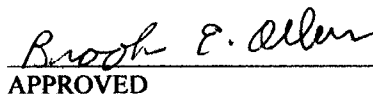
It was noted that Paula Belote's and Roland Hargis' overgrown properties have been cut.

No further business appearing the meeting adjourned.

Clerk



APPROVED



MINUTES OF TOWN COUNCIL MEETING OF MAY 22, 2013

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 22, 2013.

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

Also present was Adam Repinski.

The minutes of the former meeting were approved.

The Clerk provided the Mayor with a Resolution for signature regarding the Town's administrative fees that was passed January 23, 2013.

The Clerk reported that Mr. Heil had agreed to the estimate of \$1,000 to repair the Town Hall roof and that this amount was deducted from the annual rent.

Mrs. Smith reported that she had not spoken with Mr. Irvine of Alpha Metal Art regarding the "welcome" signs for the Town's entrances. This matter was tabled until the next Meeting of Council.

The Clerk provided the Mayor with a Memorandum of Lien for signature for the costs of demolishing the former funeral home.

A brief discussion took place regarding the annual clean-up. After discussion it was decided to hold it on Monday, June 17, 2013. The Clerk was directed to contact Davis Disposal regarding same.

The Clerk was directed to forward letters to Paula Belote and Roland Hargis regarding their overgrown properties.

A discussion took place regarding the Town decals. This matter was tabled until the next Meeting of Council.

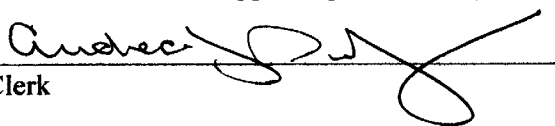
A brief discussion took place regarding the pond hydrant on Coley Street.

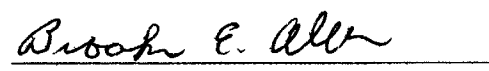
A brief discussion took place regarding the Town's Fire Grant.

The Clerk was asked for a status update on Anita Johnson's burned-out Front Street property. The Clerk responded that Ms. Johnson has requested demolition bids from two (2) companies.

A discussion took place regarding the annual 4th of July parade. It was noted that the 4th fell on a Thursday this year.

No further business appearing the meeting adjourned.


Clerk


APPROVED

MINUTES OF TOWN COUNCIL MEETING OF APRIL 24, 2013

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 24, 2013.

PRESENT: Brooks E. Allen, Mayor, Patricia Smith, 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 Clerk reported that the demolition of the former funeral home was complete and Mr. Gray had been paid.

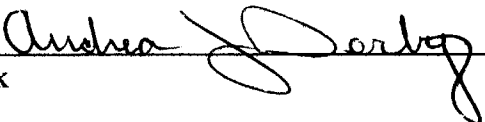
Mrs. Smith provided the Clerk with an estimate in the amount of \$1,000 to repair the Town Hall's roof.

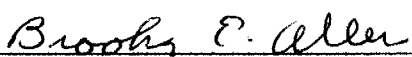
Mrs. Smith reported having spoken with Ken Irvine of Alpha Metal Art regarding an estimate for "welcome" signs for the Town's entrances. This matter was tabled until the next Meeting of Council.

It was noted that VDOT has swept the gutters within the Town.

A brief discussion took place regarding the annual clean-up. It was decided to delay the clean-up to allow the weather to warm. This matter was tabled until the next Meeting of Council.

No further business appearing the meeting adjourned.


Clerk


APPROVED

MINUTES OF TOWN COUNCIL MEETING OF MARCH 27, 2013

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 27, 2013.

PRESENT: Brooks E. Allen, Mayor, 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 regarding the demolition of the former funeral home. It was reported to have been razed, but not totally removed. This matter was tabled until the next Meeting of Council.

Mrs. Smith reported that GL Smith will be providing the Town with an estimate for the coating of the Town Hall's roof. This matter was tabled until the next Meeting of Council.

A brief discussion took place regarding "welcome" banners for the Town. The Clerk provided Mrs. Smith with Ken Irvine of Alpha Metal Art, telephone number. This matter was tabled until the next Meeting of Council.

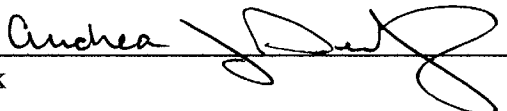
It was noted that VDOT has begun sweeping the gutters within the Town.

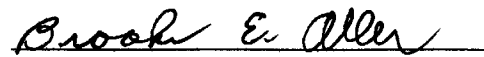
In lieu of the recent arsons, Mr. Cropper suggested making a donation to the servicing fire companies. On motion by Mrs. Smith, seconded by Mr. Cropper and carried to make the following contributions:

Tasley \$400.00
Onley \$200.00
Onancock \$200.00
Parksley \$200.00

A brief discussion took place regarding the annual clean-up. This matter was tabled.

No further business appearing the meeting adjourned.


Clerk


APPROVED

MINUTES OF TOWN COUNCIL MEETING OF FEBRUARY 27, 2013

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 27, 2013.

PRESENT: Brooks E. Allen, Mayor, 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 former funeral home scheduled for demolition. It was reported to have been razed, but not yet removed.

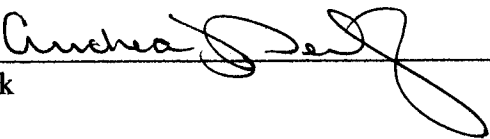
The Clerk reported haven spoken with Town Zoning Administrator, RJ Johnson, for clarification regarding the term "Zoning Ordinance" in the Fee Schedule page of the Town Zoning Ordinance. The Clerk reported that this term referred to the cost of a building permit.

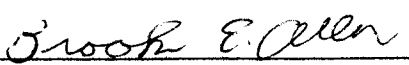
A brief discussion took place regarding holiday lights and decorations. Mrs. Smith noted that they are sale now and may be a good time to make a purchase. This matter was tabled.

The Clerk reported that the 2013 automobile decals would be on sale March 1, 2013 at Ward's Service Center.

Mr. Cropper noted that the gutters were in need of sweeping and that VDOT has been working in other towns. Mrs. Smith volunteered to contact VDOT regarding same.

No further business appearing the meeting adjourned.


Clerk


APPROVED

MINUTES OF TOWN COUNCIL MEETING OF JANUARY 23, 2013

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 23, 2013.

PRESENT: Brooks E. Allen, Mayor, 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 reported that demolition would begin soon on the former funeral home. Mrs. Smith also noted having spoken with David Fluhart who conveyed that Mr. Grey could begin work. Mr. Hilton questioned the status on Anita Johnson's burned-out home. The Clerk responded that she is planning on having it demolished as soon as possible. The Mayor questioned if the Town has demolition requirements for the home-owner. The Council responded that the Town does not, but that the County does.

A discussion took place regarding the Town's administrative fees. After discussion and on motion by Mrs. Smith, seconded by Mr. Hilton, to adopt the following administrative fees:

Special Use Permit Application \$100 plus expenses
Variance Application \$100 plus expenses
Re-zoning Application \$300 plus expenses
Building Permit \$25

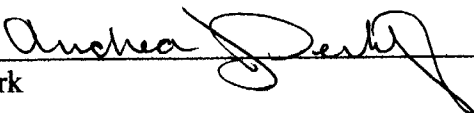
The Clerk then called for voice votes and were recorded as follows:

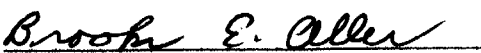
<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Johnson	none	Thomas	none
Hilton			
Smith			
Lewis			
Cropper			

Mr. Hilton suggested implementing town business licenses. After a brief discussion this matter was tabled.

A brief discussion took place regarding town wreaths and possible banners. This matter was tabled.

No further business appearing the meeting adjourned.


Clerk


APPROVED