

**TOWN OF WACHAPREAGUE  
TOWN COUNCIL MEETING  
August 13, 2020**

**COUNCIL PRESENT:** Fred Janci, Mayor; Sandie Puchalski, Vice Mayor; Robert Williams;  
Robert Bilicki; Glenn Schagelin; Margo Digan  
**COUNCIL ABSENT:** Arthur Thornton  
**TOWN CLERK:** Missy Wallace-Wessells

**TOWN COUNCIL MEETING**

- I. **Call to Order** – Fred Janci, Mayor called to Order the Town Council Meeting at 7:00 p.m. on Thursday, August 13, 2020, in the Wachapreague Vol. Fire House in Wachapreague.
- II. **Pledge of Allegiance** – Fred Janci, Mayor lead the Council in the Pledge of Allegiance.
- III. **Public Comments** – Fred Janci, Mayor welcomed everyone and opened the floor for Public Comments.
  - Linda Jones asked about the Town sign on the agenda. She was told it was being discussed shortly.
  - John Eshleman discussed organizing fundraisers for the Wachapreague Fire Company. He explained the importance of a volunteer fire company and the lack of funds due to the Covid 19 Pandemic. Fire company is currently in need of help with building its new fire house and getting another pumper.
  - Ideas discussed as fundraisers:
    - Letter Drive requesting donations. A comparison of a fast food meal cost \$10/person; could donate money.
    - Boot Drive Collection. Have volunteer collect at set spots. Suggested Labor Day weekend.
    - L. Jones would ask for donations of baked goods for the Town Wide Yard Sale. A bake sale table will be set up. VM Puchalski and R. Williams will advertise on Facebook
    - R. Williams stated Facebook is not used enough. He suggested advertising to promote events.
- IV. **Council Meeting**
  - Fred Janci, Mayor asked if the minutes for July 9, 2020 were reviewed.
    - R. Bilicki requested a change under HRSD; Bullet 4; 2<sup>nd</sup> Sentence: Change “He” to Mayor Janci. All approved due to misrepresentation.
    - Clerk Wessells requested Mayor Janci to sign the letter to Ms. Plant concerning the town’s position regarding the proposed sewer for VIMS project.
    - A motion to accept minutes with corrections was made by G. Schagelin and seconded by VM Puchalski. A vote was taken and all approved.

## V. Review of Financial Report

Mayor Janci stated the town is at the beginning of the fiscal year 2020-2021 budget. Clerk Wessells stated the final figures will not be available until around October. Mayor Janci began with Town of Wachapreague Profit/Loss vs Budget.

- Clerk Wessells reviewed the outstanding balances and status.
- Mayor Janci reviewed the financials with the council. He noted this is the first month and the expenses are set amounts.
- A motion was made by VM Puchalski and seconded by R. Williams to accept the financials for the town. A vote was taken and all approved.
- Clerk Wessells reported per Mary Jo Tatum, Treasurer that the Town of Wachapreague did not need money from retained earnings last fiscal year. It was able to balance expenses.

The Port of Wachapreague Profit/Loss vs Budget was discussed.

- Mayor Janci reviewed the financials with the council.
- A motion was made by VM Puchalski and seconded by G. Schagelin to accept financials for the Port of Wachapreague. A vote was taken and all approved.
- Clerk Wessells reported per Mary Jo Tatum, Treasurer that the Port of Wachapreague did not need money from retained earnings last fiscal year. It was able to balance expenses.

## VI. Unfinished Business

### A. HRSD

- R. Bilicki reported USDA is processing approved. The ANEC will meet on August 17. At that point, bids will be sent to qualifying businesses.

### B. Marina

- VM Puchalski reported the wood for the VPA Grant was delivered. There was a shortage on treated wood. She was able to get what was needed.
- VM Puchalski reported 3 No Wake Signs were ordered. They will be placed end of VIMS dock, along Vodvarka marina and outskirts of harbor. She stated small ones were allowed by property owners, if desired.
- VM Puchalski reported "Stop Work Order" was issued for dredging due to unmarked lines causing damage to boats. Markers were installed and work continued. Expected to complete by the 20<sup>th</sup>.
- R. Bilicki questioned if Town was responsible for damage to boats due to the dredging. VM Puchalski stated any claims were the responsibility of Sunco, dredging company.

### C. Town Maintenance/Garbage (Repairs)

- R. Bilicki reported nothing new to report concerning the waiving of fees for brush.
- Mayor Janci questioned "Red Flag Days" maintenance crew claimed. G. Schagelin stated it was reported weather was too hot to work. R. Bilicki reported the maintenance crew did stay later to catch up on grass cutting.
- It was discussed each employee should fill out a time sheet and work log. Mayor Janci requested work logs to be specific; exact time used for cutting Seaside Park, Marina, Powell Park, etc. Also note timed breaks and lunches. It was also suggested time clocks for all employees.
- G. Schagelin requested supplies for the maintenance crew through the Cares Grant. Clerk Wessells will take care of this.
- G. Schagelin request pet trash cans be replaced at 3 locations. New one at ball field. Will use litter grant money for this.

- G. Schagelin reported on equipment issues:
  - F150 running poorly. Will be taken to Colona's for estimate.
  - Garbage truck tires are bald. Will contact places for estimates. It was also discussed the condition of the garbage truck. It needs replacing.
  - It was reported the freon in brush truck needs checking.
  - Also discussed was the need for housing of town equipment. Currently located at different locations around town. The fire house property was discussed. Will check with Kerry Paul concerning the granted property for engine bay ownership. Discussed the possibility of purchasing property for town use. Clerk Wessells reported plans projected for completions of new facility in approximately 2 years.

#### **D. Powell Park**

- VM Puchalski reported on issue with visitors using the basketball court. It was reported foul language being used. They apologized and will correct issue.
- M. Digan reported unsafe driving to and from basketball court by said visitors. She reported racing down streets.
- VM Puchalski stated Softball tournaments being planned by league and USCG.
- USCG will assemble a work group to clean up park.

#### **E. Seaside Park**

- Mayor Janci reported on service for Mike Burns.
- Waiting on wood for bocce court.
- Clerk Wessells reported on plans for Chambers Shore Surf and Turf event. She reported Robie Marsh called and tickets are sold out. Mayor Janci requested free tickets for council next year. It was discussed park and electric is donated for event.
- It was discussed to start charging a fee for the use of Seaside Park. Currently only requires deposit for damages, which is fully refundable.
- R. Williams will contact Big Woods to repair broken line.

#### **F. Town Beautification**

- M. Digan donated trash can for Powell Park. She requested extra trash can for park.
- R. Bilicki reported town sign has been delivered. G. Schagelin volunteer to install on outside of town hall.

#### **G. Tourism**

- R. Bilicki reported on proposed town sign to be located at intersection of Wachapreague Road and Lankford Highway. R. Bilicki made a motion to approve \$1800 for construction of sign and G. Schagelin seconded. A roll call vote was taken with 5 yes and 1 absent.
- R. Bilicki requested to note that previous council approved billboard in Painter. Notice has been sent canceling contract.
- The Island House will not be hosting Oyster Roast this year due to Covid 19.
- R. Bilicki discussed the Crab Cake Cook-off. Due to Covid 19, a motion was made to cancel the event this year and G. Schagelin seconded the motion. A vote was taken and all approved.
- The Chamber will be having the Tailgate Event on September 11<sup>th</sup>.
- Clerk Wessells is to advertise Town Wide Yard Sale for September 19<sup>th</sup>.

#### **H. Derelict Properties**

- R. Bilicki discussed derelict properties. He stated progress has been made. He reported the Vodvarka's campground has passed FEMA rules for 1 year concerning tie downs. Other issues with campground were discussed. R. Bilicki will follow up.
- A property on Center Street was discussed concerning overgrowth of brush. A letter was developed by R. Williams and will be sent immediately.
- Barnes property on Church Street was discussed. This property is currently being brought up for auction. The town has filed claim for back taxes.
- Bonnie Hill has complained about neighbor's overgrowth and wooded area. She has concerns over snake harbors. A discussion ensued and council was unable to solve issue due to the type of landscaping. Owners are currently working on mowing grass.
- VM Puchalski reported on property located on Main Street has excessive debris and overgrowth. Neighbors are concerned about feral cats and rabies have been reported. It was asked a letter be sent to clean up the property.
- R. Bilicki reported Carr property has been addressed and work has started.

#### **I. Safety and Security**

- R. Williams reported VDOT has repaired signs.
- He suggested sending notices to property owners that house numbers need to be 3" tall and installed on every home. He stated for emergency situations, a list of all property owners, numbers and emails should be developed.
- Mayor Janci asked for the sign at intersection of Brooklyn Ave. and Powelton Ave. needs correcting from Brooklyn Street.
- Mayor Janci discussed issues between Gene Gibson and Lilliston Seafood. He stated the need to address the issue of "No Overnight Parking Allowed" within the Town of Wachapreague.
- A discussion of removing tasks related to ordinances from the Planning Commission and allowing Town Council to oversee this problem. It was suggested to changing some ordinances to include fines. M. Digan questioned the responsibility of the Planning Commission. Mayor Janci stated the 5 Year Plan for the Town was the main responsibility. M. Digan informed the Council the Planning Commission will be meeting on Tuesday August 18<sup>th</sup> 7pm at VIMS.

#### **J. Zoning Administrator's Report**

- Mayor Janci report a permit request for a property on West Street. This will be review.
- R. Bilicki presented the zoning map and suggested expanding the commercial zones within the Town. The Town has a business license request for a transient occupancy property on High Street. He explained this is not zoned commercial but residential; whereas rentals must be for more than 30 days. R. Bilicki suggested allowing all properties the ability to permit transient occupancy regardless of zoning. He continued this would generate additional tax dollars for the Town. The Council did not agree to move forward with this idea. Mayor Janci will deny this business license. A certified letter requiring to cease operations and refund of fees will be sent.

#### **K. Streets and Drainage**

- R. Williams requested Mayor Janci to review the Drainage Maintenance Plan for approval.
- R. Williams reported on progress of getting ditches cleared by Accomack County along south ditch of Town. He explained and easement must be obtained by Mapp family for access to the fields.

#### **L. Floodplain Administrator/CRS Coordinator/ A-NPDC/RAFT**

- Clerk Wessells gave report on progress of verification for CRS. Certification due September.

**M. Planning Commission**

- Already discussed by Council.

**N. Legal**

- Clerk Wessells explained the CARE Grant process. She reported the 1<sup>st</sup> round of funding was slightly under \$20,000. She then informed the Council of 2<sup>nd</sup> round approved of equal amounts. The Town of Wachapreague was award approximately \$39,000 for Covid related expenses. Loss of income was NOT an allowable expense. A discussion ensued of possible allowable expenses including: payment for meeting space due to size restriction, distance communication for meetings, cleaning supplies, PPE, grants to local business, etc.
  - R. Bilicki reported on additional grants available to the Town.
  - The Town Council granted permission to Clerk Wessells to purchase materials needed for the Town. A request was made to have the WVFC issue 2 invoices for \$300 each for use of banquet room for town council meetings.
  - Clerk Wessells requested the Wachapreague Town Council to appropriate percentage of CARE Grant funds to be used for Town supplies and business grants. It was explained receipts must be submitted for fund disbursement by Accomack County.  
It was decided to appropriate 50% of CARE Grant funds for town use and 50% for business grants. A motion was made by VM Puchalski and seconded by R. Williams. A Roll Call vote was done with 3 yes, 2 abstain and 1 absent.
  - Clerk Wessells presented the Council with a drafted letter explaining the CARE Grant and the available funds to the business of Wachapreague. The Council approved the letter and they will be sent out next week.

**VII. New Business**

**VIII. Announcements**

- VM Puchalski reported marina shed doors were repaired.

**IX. Adjournment**

- Motion was made by VM Puchalski and seconded by M. Digan to adjourn. All approved.

---

MAYOR  
08/13/2020

---

TOWN CLERK

A MOTION TO APPROVE \$1800 FOR CONSTRUCTION  
OF TOWN SIGN AT INTERSECTION OF  
LANKFORD HIGHWAY ( RT.13)  
AND WACHAPREAGUE ROAD (RT 180).

Pursuant to motion made by **Councilman, R. Bilicki**, and seconded by **Councilman, G. Schagelin**, for a Motion to approve \$1800 TO CONSTRUCT A TOWN OF WACHAPREAGUE SIGN AT THE INTERSECTION OF LANKFORD HWY. AND WACHAPREAGUE RD., and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of August 13, 2020.

Name of Official	For	Against	Abstaining	Absent
VM S. Puchalski	X			
Robert Williams	X			
Robert Bilicki	X			
Glen Schagelin	X			
Margo Digan	X			
Arthur Thornton				X
Mayor Fred Janci (voting only in case of tie)				
Vote Totals	5	0	0	1

Duly recorded this \_\_\_\_\_ day of August 13, 2020.

\_\_\_\_\_  
Town Clerk

A MOTION TO APPROVE APPROPRIATING  
 50% OF CARES GRANT FUNDS FOR TOWN USE AND  
 50% FOR BUSINESS GRANTS.  
 THE ALLOTTED AMOUNT IS APPROXIATELY \$39,000 FOR 2 CYCLES.

Pursuant to motion made by **Councilman, VM Puchalski**, and seconded by **Councilman, R. Williams**, for a Motion TO APPROPRIATE THE CARES Grant FUNDING 50% FOR TOWN OF WACHAPREGUE USE AND 50% BUSINESS GRANT USE, and the Council having voted upon the motion, as recorded below, and approved at the Town Council Meeting of August 13, 2020.

Name of Official	For	Against	Abstaining	Absent
VM S. Puchalski	X			
Robert Williams	X			
Robert Bilicki			X	
Glen Schagelin			X	
Margo Digan	X			
Arthur Thornton				X
Mayor Fred Janci (voting only in case of tie)				
Vote Totals	3	0	2	1

Duly recorded this \_\_\_\_\_ day of August 13, 2020.

\_\_\_\_\_  
 Town Clerk