

MINUTES OF THE MAY 6, 2024
CHINCOTEAGUE TOWN COUNCIL MEETING
Council Chambers

Council Members Present:

J. Arthur Leonard, Mayor
Christopher D. Bott, Vice Mayor
Denise P. Bowden, Councilwoman
William T. McComb, Jr., Councilman
Ellen W. Richardson, Councilwoman
K. Jay Savage, Councilman
Gene W. Taylor, Councilman

Council Members Absent:

Staff Present:

Mr. Michael T. Tolbert, Town Manager
Mr. Tyler Greenley, Chief of Police
Mr. Wes Parks, Public Works Director

Call to Order

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

Invocation

Councilman Taylor offered the invocation.

Pledge of Allegiance

Mayor Leonard led in the Pledge of Allegiance.

Public Comment

Mayor Leonard opened the floor for public comment.

- Mrs. Linda Ryan, Chincoteague Island Library, gave a brief update on the upcoming summer Library Programs. She advised of the basket raffle and the annual Sunset Cruise scheduled for June 20th at 6:00 p.m. with Daisey's Island Cruises aboard the Martha Lou. She advised there will be food, entertainment and drinks. She also advised there will be a parade in the Robert Reed Waterfront Park on July 4th. This is a non-motorized parade and there will be prizes. This begins at 10:00 a.m. She stated this will be a busy summer and thanked everyone.

- Chincoteague Chamber of Commerce Executive Director Shotwell thanked everyone who helped with the Seafood Festival; Trolley, Chincoteague Police, Public Works, and all volunteers.

Councilwoman Bowden asked how many tickets are sold.

Executive Director Shotwell advised they sell 2,700 tickets for the Seafood Festival and the same for the Oyster Festival.

Agenda Adoption

Councilman McComb motioned, seconded by Councilwoman Bowden to adopt the agenda as presented. Unanimously approved.

Staff Reports

General Government

Town Manager Tolbert reported that the Town is actively accepting applications for the DEQ Septic Local Partners Program. This Program is to repair or replace failing septic systems. Awardees will be selected in the coming months by a committee through a local application process. He also reported that in March the Town was awarded \$60,000 by the VMRC's Abandoned Derelict Vessel Program to remove and dispose of several abandoned vessels that are still grounded in the local waters. This work was advertised, and we have received 1 quote to date. He expects at least one more quote prior to awarding the work which should be completed prior to the end of this fiscal year.

Town Manager Tolbert reported that on April 11th the Town received the first submission of the documents from Davis, Bowen and Friedel for the public sewer collection system. The line begins at the plant on Main Street and proceeds along Main and Maddox terminating at the Museum for a total of 11,700 linear feet. The project will be advertised as a base bid with 2 additive bid items effectively creating 3 zones. Contractors will be required to submit prices for each zone. The Town reserved the bulk of the ARPA funds for this project and is working with the EPA's Water Technical Assistance Program for access to the DEQ's State Revolving Fund to provide any additional funding that may be required to complete the project. The engineering work and construction documents will be completed for the entire project under this contract and the Town intends to award as much of the construction as there are available funds at the time. He feels that the Town is still on track for completion of construction documents in October and leaves enough time to bid the job and have a contractor on board before the December 31st deadline to encumber the ARPA funds.

Town Manager Tolbert reviewed the Meals and Transient Occupancy Tax activity for April. He also reviewed the Financial Report. He gave the Center Report advising that the Spring Fling raised \$4,000 for the after-prom festivities. He listed other events for April and a Stress Management Series. He gave the Building and Zoning Report advising of the total value of building cost was \$2.5 million.

Councilwoman Bowden asked how many applications for the septic have been received and what happens if they don't spend all of the money.

Town Manager Tolbert reported he has received less than 10 applications and advised the unexpended money will be passed out elsewhere.

Police Department

Chief Greenley reported in addition to the calls for service, on April 4th all dispatchers completed the Active Shooter Training. On April 10th the Chincoteague Police Department hosted the annual spring Senior Luncheon with 123 in attendance and 27 meals were delivered to shut ins. On April 11th Dispatcher Marshall completed the Hampton Roads Criminal Justice Training

Academy Dispatcher Academy Program. On April 18th Pfc. Stevens taught a course on Standard Field Sobriety Test at the Onley Police Department. On April 24th Dispatcher Adams completed the Dispatcher Crisis Intervention Training Course at the Melfa Training Center. He reported that Pfc. Stevens was promoted to Sergeant, and Pfc. Gladding was promoted to Lieutenant, adding that it was well deserved.

Public Works Department

Public Works Director Parks reported they replaced the door frames at the Memorial Park restrooms due to vandalism, they replaced the Hampton Inn entrance, re-established parking at Leonard Park with millings and a split-rail fence. The topsoil and seeding will be installed outside the parking area. They excavated for the mailbox pull-off at Ocean Breeze, and they had several water leaks with all-hands on. This week the Water Department will help with storm drain work. The Public Works staff and Waterworks Department staff is working well together. The Cat 308 excavator has been repaired and returned, which opens up opportunities for projects that have been delayed. Public Works Director Parks also advised that in May they plan to hang banners, spray weeds, continue mowing, and curb painting, place the trail and exercise equipment at the Brianna's Kindness Park, along with routine maintenance of equipment and vehicles.

Councilwoman Bowden asked why there were so many water leaks recently.

Public Works Director Parks advised they conducted hydrant flushing which will show weaknesses in the pipes.

Councilwoman Bowden asked about the ditches.

Public Works Director Parks commented on a pump that blew the head. They have salesmen coming from this company so they can show what happened and possibly help with options.

There was further discussion regarding the material of pipe.

Emergency Services

Town Manager Tolbert reported for Director of Emergency Medical Services Rush in his absence. He stated they had 86 calls for the month of April. They held a safety lecture at Nandua Middle School for 85 students. He added that the EMS staff is continuing to do great work. They are training, providing service and always doing something.

Resolution for National Public works Week

Mayor Leonard Read the Resolution.



RESOLUTION

NATIONAL PUBLIC WORKS WEEK

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life, and well-being of the people of the Town of Chincoteague; and,

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in the Town of Chincoteague to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2024 marks the 64th annual National Public Works Week sponsored by the American Public Works Association,

NOW THEREFORE BE IT RESOLVED THAT, the Town Council of Chincoteague Virginia does hereby proclaim the week of May 19th through May 25th as Public Works Appreciation Week in the Town of Chincoteague and urges all citizens to show appreciation to the dedicated Public Works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our health, safety, and advancing quality of life for all.

Resolved this 6th day of May, 2024.

J. Arthur Leonard, Mayor

Resolution for National EMS Week
Mayor Leonard read the Resolution.



RESOLUTION
Emergency Medical Services Appreciation Week 2024

WHEREAS, Emergency Medical Services is a vital public service; and

WHEREAS, both career and volunteer emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow up care, and access to telemedicine; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and accomplishments of emergency medical services providers of the Town of Chincoteague Department of Emergency Services, Division of Emergency Medical Services and the Chincoteague Volunteer Fire Company by designating Emergency Medical Services Week.

NOW THEREFORE BE IT RESOLVED, that the Town Council' of the Town of Chincoteague, Virginia does hereby proclaim the week of May 19th through May 25th, 2024, as "Emergency Medical Services Appreciation Week" in the Town of Chincoteague, with this year's theme being "Honoring Our Past. Forging Our Future".

Resolved this 6th day of May, 2024,

J. Arthur Leonard, Mayor

Committee Reports

Harbor Committee Minutes

Mayor Leonard advised that they met on April 4th and discussed the kayak policy, winter storage and sunken vessels.

Public Safety Minutes

Councilwoman Bowden stated they met on April 9th. Director of Emergency Medical Services Rush gave a report on the DEA and FDA explaining the changes in drug boxes on ambulances.

Public Works Committee Minutes

Councilwoman Richardson stated that they met on April 2nd and discussed a water bill adjustment request.

Adoption of the Minutes

Councilman McComb and Councilwoman Bowden motioned, seconded by Councilwoman Richardson to adopt the minutes of the April 1st and April 18th, 2024, Council meetings. Unanimously approved.

FY25 Budget Presentation

Town Manager Tolbert compared historical budget expenses and revenues. He explained the budget process and timeline. He reviewed the proposed FY25 revenues and expenditures along with percentages.

GENERAL FUND REVENUE		
104001.0100	REAL ESTATE TAX LEVY	\$675,000
104001.0125	TANGIBLE PROP. TAX LEVY	\$240,000
104001.0130	DEL.TAX,INTEREST,PENALTY	\$20,000
104001.0500	MEALS TAX	\$1,300,000
104001.0600	BANK FRANCHISE TAX	\$100,000
104010.0100	SALES TAX	\$200,000
104010.0200	BUSINESS LICENSE	\$140,000
104010.0300	MOTOR VEHICLE LICENSE	\$88,000
104010.0500	UTILITIES TAX	\$215,000
104010.0600	TRANSIENT OCCUPANCY TAX	\$2,200,000
104015.0100	FINES	\$20,000
104015.0650	CIGARETTE TAX	\$75,000
104020.0100	INTEREST ON SAVINGS	\$200,000
104041.0150	CEMETERY CLEANUP DONATIONS	\$286
104041-0180	ROBERT REED PARK	\$1,000
104041.0200	USER FEES BOAT RAMPS	\$20,000
104041.0300	USER FEES DOG PARK	\$5,000
104041.0500	BUILDING PERMITS	\$65,000
104041.0600	ZONING ADVERTISEMENTS	\$1,000
104049.0100	SALE OF ASSETS/ABANDONED PROP	\$45,000
104051.0200	HEALTH INSURANCE/RET.SPOUSE	\$15,000
104051.0300	VA FIRE PROGRAMS	\$15,000
104061.0100	PAYMENT IN LIEU OF TAX- USFWS	\$6,500
104061.0106	RENTAL INCOME TROLLEY	\$16,000
104061.0107	TOWER RENT	\$6,348
104061.0110	MATTHEWS PROPERTY	\$3,125
104061.0625	OLD FH/GARAGE RENTS	\$40,000
104071.0100	COMMUNICATIONS TAX	\$80,000
104071.0200	PERSONAL PROPERTY REL ACT	\$129,246
104071.0300	MOBILE HOME SALES TAX	\$5,000

104071.0400	CAR RENTAL DISTRIBUTION TAX	\$4,000
104101.0200	RECOVERED COST - WATER DEPARTMENT	\$100,000
104201.0100	PUBLIC WORKS MISC. REV	\$4,500
104201.0150	PW SCRAP METAL SALES	\$500
	RECOVERED COST FROM CENTER FUND	\$20,000
104303.0100	MISCELLANEOUS INCOME	\$5,000
104303-0400	SOLID WASTE COLLECTION FEE	\$450,000
104401.0100	LAW ENFORCEMENT FUNDS 599 funds	\$133,520
104401.0125	POLICE MISCELLANEOUS	\$1,200
104401.0150	POLICE DONATIONS	\$35,000
104401.0160	POLICE GRANTS (SRO)	\$174,564
104401.0200	DISPATCH REVENUE	\$13,400
104501.0100	VDOT MAINTENANCE FUNDS	\$928,500
104501.0101	ROAD PERMIT FEES	\$300
104501.0110	LAND USE SURETY	\$2,000
104545.0140	VA COMM FOR ARTS GRANT	\$4,500
104545.0150	VDEM GRANT	\$7,500
104701.1700	TRF FROM PUB. SAFETY ACCT /SALARIES	\$352,351
	TRF FROM ARPA FUND RESERVE	\$1,422,800
	GENERAL FUND REVENUE TOTAL	\$9,586,140
	GENERAL GOVERNMENT EXPENSES	
105010.0101	MAYOR	\$4,800
105010.0102	COUNCIL	\$23,040
105010.1001	TOWN OFFICE STAFF	\$546,146
105010.1003	OVERTIME	\$3,600
105010.2001	SOCIAL SECURITY	\$45,643
105010.2101	HOSPITALIZATION	\$63,719
105010.2201	RETIREMENT	\$76,694
105010.2202	VSRS/LIFE INSURANCE	\$4,017
105020.2103	UNEMPLOYMENT/TOWN	\$2,000
105030.3100	BANK CHARGES	\$15,000
105030.3101	BUILDING ADMIN EXPENSE	\$100
105030.3102	CLEANING	\$15,000
105030.3103	PLANNING COMMISSION	\$100
105030.3104	BOARD OF ZONING APPEALS	\$100
105030.3105	BUILDING PERMIT SURCHARGE	\$2,000
105030.3106	BOARD OF BLDG CODE APPEAL	\$100
105030.3200	PERMIT CLOUD SERVICE	\$6,000
105030.3401	INSURANCE	\$165,530

105030.3501	AUDITING	\$40,000
105030.3601	DONATIONS	\$20,000
105030.3701	TRF.TO CIVIC CENTER FUND	\$175,000
105030.3705	MEALS TAX - TOURISM 10%	\$130,000
105030.4030	ANPDC MEMBERSHIP	\$7,717
105030.4301	SCHOLARSHIP	\$3,000
105030.4401	OFFICE SUP./PUBLICATIONS	\$11,000
105030.4402	OFF.EQUIP/SOFTWARE MAINT.	\$80,000
105030.4403	POSTAGE	\$11,000
105030.4404	TAX CONVERSION	\$2,400
105030.4701	GASOLINE	\$1,000
105030.4702	VEHICLE MAINTENANCE	\$1,000
105030.4801	TRAVEL & TRAINING	\$1,500
105030.4901	MAYORS EXPENSE	\$300
105030.4902	COUNCILS EXPENSE	\$1,000
105030.4903	TOWN MANAGERS EXPENSE	\$500
105030.5101	ATTORNEY/LEG.CONCONSULTANTS	\$50,000
105030.5201	DRUG/ALCOHOL TESTING	\$2,000
105030.5501	CHRISTMAS DINNER	\$1,300
105030.6101	DUES	\$1,500
105030.7101	ADVERTISING & WEBSITE	\$3,000
105030.7301	BUILDING MAINTENANCE	\$5,000
105030.7401	ELECTRICITY	\$12,000
105030.7402	HEATING OIL	\$4,000
105030.7701	SPECIAL PROJECTS	\$15,000
105030.7702	PONY PENNING EXPENSE	\$23,000
105030.7703	DEER DE-POP PROGRAM	\$500
105030.8202	TELEPHONE BILLS	\$26,000
	VMRC FISHING PIER PERMITS	\$2,200
105030.8401	HEALTH INSURANCE - RETIREES	\$80,000
105030.8402	INSUR-RET SPOUSES & OTHER	\$20,000
105030.8404	RETIREE R/X DRUG ASSISTANCE	\$3,500
105030.8501	MISCELLANEOUS	\$4,000
105030-8505	911 ADDRESSING	\$500
105030.8600	CEMETERY CLEANUP	\$200
105030.8625	OLD FIREHOUSE/GARAGE MAINT	\$20,000
105030.8650	APRP PROJECTS	\$422,800
105030.8700	VA COMM FOR THE ARTS	\$9,000
105030.8900	TRANSFER TO TROLLEY FUND	\$25,462

105030.8913	TRF TO RECREATION/TOURISM RSV	\$50,000
105030.9000	TRANSFER TO HARBOR VPA GRANT	\$49,455
	TRANSFER TO HARBOR B.I.G.	\$15,457
105030.9010	TRANSFER TO PUBLIC SAFETY ACCT	\$440,000
105090.9709	OFFICE EQUIP	\$15,000
105090-9710	COUNCIL ROOM EQUIP/FURNITURE	\$15,000
	NEW WEBSITE DESIGN	\$20,000
	GENERAL GOVERNMENT EXPENSE TOTAL	\$2,794,880
	EMS	
105110.1002	EMERGENCY MED. STAFF	\$1,087,964
105110.1003	OVERTIME - BONUS	\$4,500
105110.2001	SOCIAL SECURITY	\$83,574
105110.2101	HOSPITALIZATION	\$111,278
105110.2201	RETIREMENT	\$100,056
105110.2202	VRSR/LIFE INSURANCE	\$6,786
105130.3107	EMERGENCY MED. CLOTHING	\$5,000
105130.3108	EMS CELL ALLOWANCE	\$3,500
105130.3602	FIRE DEPARTMENT DONATION	\$24,000
105130.4401	OFFICE SUP./PUBLICATIONS	\$300
105130.4402	OFF.EQUIP/SOFTWARE MAINT.	\$2,700
105130.4801	TRAVEL & TRAINING	\$2,000
105130.6101	DUES	\$300
105130.7601	VA FIRE PROG/CVFC	\$15,000
105130.7602	EOC OPERATIONS/TRAINING	\$3,000
105130.8912	VOLSAP FOR VOL. FIREFIGHTERS	\$4,500
	EMS EXPENSE TOTAL	\$1,454,458
	PUBLIC WORKS	
106010.1001	SALARIES*	\$385,873
106010.1003	OVERTIME	\$6,000
106010.2001	SOCIAL SECURITY	\$29,978
106010.2101	HOSPITALIZATION	\$81,900
106010.2201	RETIREMENT	\$61,276
106010.2202	VRSR/LIFE INSURANCE	\$3,018
106030.4100	SEASONAL DECO & BANNERS	\$1,000
106030.4401	OFFICE SUPPLIES & EQUIP.	\$400
106030.4501	STREET MAINTENANCE	\$8,000
106030.4502	STREET SIGNS / 911	\$500
106030.4503	STREET LIGHTS	\$25,000
106030.4701	GASOLINE/DIESEL	\$25,000

106030.4703	OIL/GREASE	\$1,000
106030.4704	TOOLS/SHOP	\$2,000
106030.4801	TRAVEL & TRAINING	\$500
106030.5202	CLOTHING/UNIFORMS	\$5,500
106030.7301	BLDG. MAINTENANCE	\$3,000
106030.7302	EQUIPMENT REPAIRS	\$10,000
106030.7303	SAFETY	\$4,000
106030.7304	VEHICLE P/M'S	\$500
106030.7305	TIRES	\$1,700
106030.7306	GARAGE SUPPLIES	\$6,000
106030.7307	VEHICLE REPAIRS	\$6,000
106030.7401	ELECTRICITY	\$16,000
106030.7402	LP GAS	\$2,000
106030.7501	TIPPING FEES	\$750
106030.7502	SANITATION CONTRACT	\$435,000
106030.8501	MISC.	\$1,500
106030.8590	PARKS & REC EXPENSE	\$34,000
106030.8600	VANDALISM REPAIRS	\$500
106030.8700	BOAT RAMP EXPENSE	\$1,000
106030.8701	BOAT RAMP RESERVE	\$20,000
106090.9105	DJA CENTER EXT REPAIRS	\$15,000
106090-9300	BRIDGE TENDER HOUSE RESTORATION	\$5,000
106090.9305	REPLACE PUBLIC WORKS FUEL PUMPS	\$20,000
106090.9510	BRIANNA'S PARK LIGHTING	\$20,000
	ENG. SEWAGE COLLECTION SYS.	\$120,000
	REPLACEMENT ROOFS @ MEM. PK	\$35,000
	NEW CHRISTMAS DECORATIONS	\$50,000
	STNDBY GNSET TRF SWTCH PW BLDG.	\$10,000
-	W/WATER COLLN SYSTEM CONST.	\$1,000,000
-	PUBLIC WORKS EXPENSE TOTAL	\$2,453,895
	MOSQUITO CONTROL EXPENSES	
106110-1001	SALARIES	\$36,030
106110-1003	OVERTIME	\$800
106110.2001	SOCIAL SECURITY	\$2,818
106130.3401	INSURANCE	\$10,000
106130.4401	OFFICE SUPPLIES	\$50
106130.4701	GASOLINE	\$6,500
106130.4704	TOOLS & SMALL EQUIPMENT	\$500
106130.4705	CHEMICALS	\$70,000

106130.4706	CONTRACT SPRAYING	\$42,000
106130.4801	TRAVEL, TRAINING, CONFERENCE	\$1,500
106130.5202	UNIFORMS	\$200
106130.6101	SUNDRY	\$100
106130.7302	EQUIPMENT REPAIRS/MAINT.	\$500
106130.7303	SAFETY EQUIPMENT	\$500
106130.7304	VEHICLE MAINTENANCE	\$1,000
	MOSQUITO CONTROL EXPENSE TOTAL	\$172,498
	ROADS EXPENSES	
106510.1001	SALARIES	\$99,016
106510.1003	OVERTIME	\$2,500
106510.2001	SOCIAL SECURITY	\$7,766
106510.2101	HOSPITALIZATION	\$16,640
106510.2201	RETIREMENT	\$14,226
106510.2202	VSRS/LIFE INSURANCE	\$699
106530.4102	SNOW REMOVAL	\$22,000
106530.4150	PAVEMENT MAINTENANCE.	\$499,653
106530.4201	SIDEWALKS	\$20,000
106530.4202	TRAFFIC CONTROL OPERATIONS	\$2,500
106530.4250	ROADSIDE STRUCTURES	\$1,500
106530.6250	DRAINAGE MAINTENANCE	\$5,000
106530.7202	TRAFFIC CONTROL DEVICES	\$2,000
106530.7450	ELECTRICITY	\$60,000
106530.8600	ENGINEERING (EEL CREEK CULVERT)	\$50,000
106530.9855	VEHICLES/EQUIPMENT*	\$125,000
	ROADS EXPENSE TOTAL	\$928,500
	POLICE EXPENSES	
107010.1001	SALARIES/OFFICERS	\$959,375
107010.1003	OVERTIME & BONUS	\$11,300
107010.2001	SOCIAL SECURITY	\$74,257
107010.2101	HOSPITALIZATION	\$124,631
107010.2201	RETIREMENT	\$114,880
107010.2202	VSRS/LIFE INSURANCE	\$6,942
107030.4701	GASOLINE	\$25,000
107030.4801	TRAVEL & TRAINING	\$25,000
107030.5201	UNIFORM ALLOWANCE (OFF.)	\$8,000
107030.5202	UNIFORMS (TOWN)	\$3,000
107030.7300	OFFICE SUPPLIES/EQUIPMENT	\$5,000
107030.7302	EQUIP. MAINT. AGMNT/SOFTWARE	\$8,000

107030.7304	VEHICLE MAINTENANCE	\$10,000
107030.7901	DRUG ENFORCEMENT	\$5,000
107030.7903	ACADEMY DUES	\$8,500
107030.7905	COMMUNITY/YOUTH PROG	\$30,000
107030.7907	AMMUNITION	\$3,000
107030.8203	CELL PHONE ALLOWANCE	\$3,600
107030.8301	POLICE ACCREDITATION	\$2,000
107030.8501	SUNDRY	\$600
107090.9660	KEVLAR VESTS	\$750
107090.9696	COMPUTERS/SOFTWARE	\$3,500
107090.9725	NEW OFFICER EQUIPMENT	\$8,000
107090-9760	SOFTWARE MAINT. CAMERAS	\$5,000
	POLICE EXPENSE TOTAL	\$1,445,335
	DISPATCHERS EXPENSES	
107510.1001	SALARIES/DISPATCHERS	\$225,717
107510.1003	OVERTIME	\$3,600
107510.2001	SOCIAL SECURITY	\$17,542
107510.2101	HOSPITALIZATION	\$35,069
107510.2201	RETIREMENT	\$25,427
107510.2202	VSRS/LIFE INSURANCE	\$1,219
107530.4801	TRAVEL & TRAINING-DISP.	\$1,500
107530.5201	UNIFORM ALLOWANCE (DISP	\$1,200
107530.5202	UNIFORM (TOWN-FOR DISP)	\$650
107530.7300	EQUIP MAINT AGREEMENTS	\$12,500
107530.7500	DISPATCH SERVICE AGMNT	\$12,000
107530.8501	SUNDRY	\$150
	DISPATCHERS EXPENSE TOTAL	\$336,574
	GENERAL FUND EXPENSE TOTAL	\$9,586,140
	CURTIS MERRITT HARBOR REVENUE	
304031.0100	INTEREST ON HARBOR SAVINGS	\$5,000
304031.1000	HARBOR RENT	\$106,000
304031.1002	SUBLEASES	\$50,000
304031.1003	DRY/WINTER STORAGE	\$4,000
304031.1050	VA PORT AUTHORITY GRANT	\$148,364
304031.1055	DEPT. OF HEALTH B.I.G.	\$43,993
	B.I.G. MATCH FROM FUND 10	\$15,457
304031.1058	FUEL REVENUE	\$400,000
304910.8800	TRF. FROM GENERAL FUND	\$49,455

	CURTIS MERRIT HARBOR REVENUE TOTAL	\$822,269
	CURTIS MERRITT HARBOR EXPENSES	
308010.1001	SALARIES	\$62,421
308010.1003	OVERTIME	\$200
308010.2001	SOCIAL SECURITY	\$4,790
308010.2101	HOSPITALIZATION	\$8,902
308010.2201	RETIREMENT	\$10,106
308010.2202	VRS LIFE INSURANCE	\$452
308030.7300	OPS, MAINT.,ST. LIGHTS, ETC.	\$40,500
308030.7315	FUEL PURCHASE	\$359,129
308030.8501	SUNDRY	\$500
	INSURANCE COSTS	\$8,000
308090.9124	LONG TERM REPLACEMENT RES	\$54,000
308090-9300	FLOATING DOCK FINGER PIER	\$197,819
	NEW FUEL HOSE REELS	\$3,000
308090.9410	FENCE NE SIDE	\$10,000
308090.9420	B.I.G. UPGRADES HARBOR, RR PK	\$62,450
	CURTIS MERRITT HARBOR EXPENSE TOTAL	\$822,269
	TROLLEY REVENUE	
704501.0100	TROLLEY GRANTS	\$62,341
704501.0110	PROGRAM INCOME	\$5,000
704501.8900	TRANSFER FROM GEN. FUND	\$25,462
	TROLLEY REVENUE TOTAL	\$92,803
	TROLLEY EXPENSES	
703010.0100	SALARIES	\$44,220
703010.2001	SOCIAL SECURITY	\$3,383
703030.3401	INSURANCE & BONDING	\$3,400
703030.4400	COMMUNICATION SERVICES	\$800
703030.4401	PRINTING & REPRODUCTION	\$3,000
703030.4402	ADVERTISING	\$1,200
703030.4403	EDUCATION & TRAINING	\$2,000
703030.4404	CLEANING SUPPLIES	\$300
703030.4406	SUPPLIES, MATERIALS	\$500
703030.4407	MEMBERSHIPS & DUES	\$250
703030.4408	TRAVEL & MEALS	\$1,000
703030.4701	FUEL & LUBRICANTS	\$7,000
703030.4702	TIRES & TUBES	\$3,000
703030.4703	UNIFORMS	\$500
703030.4704	PARTS	\$750

703030.5201	DRUG TESTING	\$1,000
703030.7302	REPAIRS/MAINT	\$4,500
703030.8505	RENT TO GENERAL FUND	\$16,000
	TROLLEY EXPENSE TOTAL	\$92,803
	WATER REVENUE	
804101.0100	WATER RENT	\$950,000
804131.0100	WATERLINE EXTENSIONS	\$1,000
804131.0200	SERVICE CONNECTIONS	\$7,000
804131.0300	INTEREST ON WATER SAVINGS	\$20,000
804131.0500	AVAILABILITY FEES	\$50,000
	WATER REVENUE TOTAL	\$1,028,000
806210.1001	SALARIES	\$258,794
806210.1003	OVERTIME	\$5,000
806210.1004	PUMP DUTY	\$19,000
806210.2001	SOCIAL SECURITY	\$21,633
806210.2101	HOSPITALIZATION	\$39,444
806210.2201	RETIREMENT	\$35,493
806210.2202	VRS LIFE INSURANCE	\$1,873
806230.4401	OFFICE SUPP/EQUIP MAINT	\$500
806230.4403	POSTAGE	\$5,500
806230.4701	GASOLINE & DIESEL	\$5,000
806230.4704	TOOLS	\$500
806230.4705	CHEMICALS	\$20,000
806230.4801	TRAVEL & TRAINING	\$1,000
806230.5202	UNIFORMS	\$500
806230.6101	DUES/LICENSES	\$700
806230.7301	BUILDING MAINT/REHAB	\$2,000
806230.7303	SAFETY	\$500
806230.7304	VEHICLE MAINTENANCE	\$500
806230.7401	ELECTRICITY	\$43,000
806230.7402	LP GAS	\$550
806230.8101	DISTRIBUTION & REPAIRS	\$45,000
806230.8103	SUPPLY REPAIRS	\$10,000
806230.8202	CELL PHONE ALLOWANCE	\$900
806230.8204	MISS UTILITY	\$800
806230.8209	SUBSCRIPTION-NEPTUNE 360	\$12,000
806230.8501	SUNDRY	\$500
806230.8601	REIMBURSEMENT TO FUND 10	\$100,000
806230.8750	REGULATION COMPLIANCE	\$3,000

806230.8900	TRANSFER TO WATER RESERVES	\$76,285
806290.9101	WATER MAIN EXTENSIONS	\$5,000
806290-9508	AMI BOND	\$86,564
806290-9509	AMI BOND INTEREST	\$16,464
806290.9704	HIGH RISE LIFT PUMPS W/ VFD's	\$30,000
906290.9710	REPLACE FILTER MEDIA-WILLOW ST.	\$120,000
	PINEY ISLAND TRANSMISSION LINE	\$50,000
806290.9855	EQUIPMENT	\$10,000
	WATER EXPENSE TOTAL	\$1,028,000
	CENTER REVENUE	
854300.0100	FACILITY RENTAL	\$40,000
854300.0200	BAR SERVICES	\$1,000
854300.0300	EQUIPMENT RENTAL	\$2,000
854300.0600	MISCELLANEOUS	\$400
854600.0100	TR FROM GEN FUND MEALS	\$65,000
854600.0200	TR FROM GEN FUND TOT	\$110,000
	CENTER REVENUE TOTAL	\$218,400
	CENTER EXPENSES	
855210.1001	SALARIES	\$51,251
855210.2001	SOCIAL SECURITY	\$3,921
855210.2101	HOSPITALIZATION	\$8,902
855210.2201	RETIREMENT	\$9,298
855210.2202	VSRS/LIFE INSURANCE	\$371
855330.0000	RETURN DEPOSITS	\$3,000
855330.3401	INSURANCE & BONDING	\$8,000
855330.3450	ADVERTISING & PROMOTION	\$8,000
855330.3501	PRINTING & REPRODUCTION	\$1,000
855330.3550	EVENT MARKETING	\$3,000
855330.4403	EDUCATION & TRAINING	\$500
855330.4408	TRAVEL & MEALS	\$1,000
855330.4900	CLEANING SUPPLIES	\$2,500
855330.4920	SUPPLIES, MATERIALS	\$3,000
855330.4950	OFFICE EQUIPMENT	\$1,000
855330.4960	OFFICE SUPPLIES	\$500
855330.5000	CONTRACTUAL SERVICES	\$12,000
855330.6101	MEMBERSHIPS & DUES	\$500
855330.7401	ELECTRIC UTILITY	\$23,000
855330.8202	TELEPHONE	\$1,500
855330.8210	INTERNET	\$1,500

855330.8500	CONTRACT SERV. MARKETING	\$8,000
855330.8600	EVENTS EXPENSE	\$4,000
855330.8901	TR TO CENTER LT RESERVE	\$4,657
	REIMBURSEMENT TO FUND 10	\$20,000
	REPLACE OUTDOOR ELECT SERVICE	\$3,000
	DIGITAL SIGN	\$35,000
	CENTER EXPENSE TOTAL	\$218,400
	TOTAL REVENUE TOTAL	\$11,747,612
	TOTAL EXPENSE TOTAL	\$11,747,612

Councilwoman Bowden asked for a copy of the presentation.

Town Manager Tolbert advised he will forward this to Council and put it on the website.

FY25 Budget Public Hearing

Mayor Leonard opened the public hearing at 7:52 p.m. There were no comments, and he closed the public hearing at 7:53 p.m.

Town Manager Tolbert advised that the FY25 Budget will have to rest for 7 days. Council will vote on the FY25 Budget at the next Council meeting scheduled for May 16th.

Council Comments

Councilwoman Bowden stated that Town Manager Tolbert did a good job and gave a great presentation. She announced that there will be a 1st Responder Luncheon on May 22nd at the Firehouse.

Vice Mayor Bott congratulated Town Manager Tolbert and staff for the budget work. He added that they've done a terrific job along with Council and past leadership. He stated that the Town is in good financial shape.

Councilman McComb agreed with Vice Mayor Bott and Councilwoman Bowden. He also commended Chincoteague Chamber's Executive Director Shotwell for a good job on the Seafood Festival.

Councilman Taylor thanked staff for the hard work on the budget. He also thanked VDOT for the causeway work regarding erosion.

Councilman Savage commented that Town Manager Tolbert did a great job on the budget. He congratulated the officers on their well-deserved promotions. He also commended Chincoteague Chamber's Executive Director Shotwell for a great job on the Seafood Festival.

Mayor Leonard reminded everyone to get ready as summer will be here before we know it.

Councilman McComb motioned, seconded by Councilwoman Bowden to close the meeting. Unanimously approved.

Councilman McComb motioned, seconded by Councilwoman Bowden to reconvene in regular session. Unanimously approved.

Closed Meeting – In accordance with §2.2-3711(A) (1) of the Code of Virginia that the Council convene a closed session for the purpose of discussion and review of specific personnel performance.

Councilwoman Bowden motioned, seconded by Councilwoman Richardson and Councilman McComb to go into a closed meeting in accordance with §2.2-3712 (A) (1) of the Code of Virginia that the Council convene a closed session for the purpose of discussion and review of specific personnel performance. All present were in favor and the motion was carried.

Ayes: Bott, Bowden, McComb, Richardson, Savage, Taylor

Nays: None

Absent: None

Certification of Closed Meeting in Accordance with §2.2-3712 (D) of the Code of Virginia Councilwoman Bowden motioned, seconded by Councilman McComb to certify that to the best of each member's knowledge:

- 1. Only public business lawfully exempted from open meeting requirements was discussed and**
- 2. Only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered.**

All present were in favor and the motion was carried.

Ayes: Bott, Bowden, McComb, Richardson, Savage, Taylor

Nays: None

Absent: None

Adjourn

Councilwoman Bowden motioned, seconded by Councilman McComb to adjourn. Unanimously approved.

J. Arthur Leonard, Mayor

Michael T. Tolbert, Town Manager