



TOWN COUNCIL REGULAR MEETING

January 08, 2025 at 7:00 PM

Council Chambers – Town Municipal Center

AGENDA

CALL TO ORDER – *Mayor Bowden*

INVOCATION – *Councilman Savage*

PLEDGE OF ALLEGIANCE – *Mayor Bowden*

CONSIDER REMOTE PARTICIPATION – *Mayor Bowden*

PUBLIC COMMENT – *Mayor Bowden*

AGENDA ADOPTION – *Mayor Bowden*

ELECTION OF VICE MAYOR - *Mayor Bowden*

1. [Mayor and Council Administration](#)

ANNOUNCEMENT OF CHRISTMAS DECORATION WINNERS - *Mayor Bowden*

CONSIDER FY 26 BUDGET CALENDAR - *Mr. Tolbert*

2. [FY26 Budget Calendar](#)

CONSIDER FY26 TROLLEY BUDGET - *Mr. Tolbert*

3. [Trolley Budget Memo](#)

STAFF REPORTS - *Mr. Tolbert*

4. [General Government December Report](#)
5. [CPD December Report](#)
6. [Public Works December Report](#)
7. [Emergency Services December Report](#)

COMMITTEE REPORTS – *Council*

8. [RCEC Committee Minutes](#)

ADOPTION OF MINUTES - *Mayor Bowden*

9. [December 2 Council Meeting Minutes](#)

MAYOR AND COUNCIL COMMENTS – *Mayor Bowden*

CLOSED MEETING *(in Accordance with § 2.2-3711 A3,7 of the Code of Virginia for the consideration of the purchase of real property for a public use and the briefing by staff of pending litigation).*

CERTIFICATION OF CLOSED MEETING *in Accordance with § 2.2-3712 (D) of the Code of Virginia*

10. [Closed Meeting Certification](#)

ADJOURN

Sec. 2. Mayor and vice-mayor.

- (a) The mayor shall preside at the meetings of the council and perform such other duties as may be prescribed by this Charter and by general law, and such as may be imposed by the council, consistent with his office. He shall be recognized as the official head of the town for all ceremonial purposes, by the courts for the purpose of serving civil process, and by the Governor for military purposes. In time of public danger or emergency, he may take command of the police, maintain order and enforce the law. Such course of action shall be subject to review by the council.

The mayor shall have no right to vote in the council except that in every case of a tie vote of the council, the mayor shall be entitled to vote and his vote in case of a tie only shall have the same weight and effect as the vote of a councilman.

The mayor shall have no power to suspend, remove or discharge any officer, agent or employee of the town nor shall he have any power or authority to appoint or employ any officer, agent or employee of the town nor to fix the term of office or employment, or the compensation, or to increase or decrease the power and authority of any officer, agent, or employee of the town, unless such power shall have been given him by the council, but the mayor shall have such powers with respect to the chief of police, the police, the policemen and employees of the police force when and if the mayor is given the control and supervision of the chief of police.

- (b) Every ordinance, or resolution having the effect of an ordinance, shall, before it becomes operative be presented to the mayor. If he approves, he shall sign it, but if not, he may return it, with his objections in writing, to the town manager who shall enter the mayor's objections at length on the minute book of the council. The council shall thereupon proceed to reconsider such ordinance or resolution. If, after such consideration, two-thirds of all the members elected to the council shall agree to pass the ordinance or resolution, it shall become operative notwithstanding the objection of the mayor. In all such cases the votes of members of the council upon such reconsideration shall be determined by "yeas" and "nays," and the names of the members voting for and against the ordinance or resolution shall be entered on the minute book of the council. If any ordinance or resolution shall not be returned by the mayor within five days (Sunday excepted) after it shall have been presented to him, it shall become operative in like manner as if he has signed it, unless his term of office or that of the council, shall expire within said five days.
- (c) The council shall at its first meeting in July following every regular municipal election, choose one of its members as vice-mayor. The vice-mayor shall perform the duties of the mayor during his absence or disability.

The member of the council who shall be chosen vice-mayor, shall continue to have all of the rights, privileges, powers, duties and obligations of councilmen even when performing the duties of mayor during the absence or disability of the mayor of the town.

(Acts 1981, ch. 84, § 1)

Town of Chincoteague, Inc.



To: Mayor Bowden and Members of Council

From: Michael Tolbert, Town Manager

Date: January 6, 2025

Re: FY26 Budget Schedule

The FY 26 Budget season is upon us and in order to allow Council sufficient time for review and input, I am proposing the following schedule for budget discussions. As in previous years, most budget work has been scheduled for Council Workshop and Budget and Personnel Committee meetings reserving first Monday Council meetings for regular business.

<u>Date</u>	<u>Meeting/Milestone</u>	<u>Subject</u>
January 6	Council Meeting	Review and approve Trolley Budget and Grant.
January 14	Budget and Personnel	Review Projected Revenues, Tax Rates and Fees.
January 16,	Workshop	Review General Government, CPD, EMS.
February 11	Budget and Personnel	Review Salaries and Benefits and Capital Improvements.
February 20	Workshop	Review Harbor, Water, Public Works, and Community Center.
March 11	Budget and Personnel	Comprehensive Review and Adjustments.
March 20	Workshop Meeting	Final Review and Authorization to Advertise.
March 28	Eastern Shore Post	Public Hearing Newspaper Advertisement.
April 17	Workshop	FY24 Budget Presentation and Public Hearing.
May 5	Council Meeting	Formal Approval and Appropriation.

Council is asked to consider and vote to approve the above schedule.

Town of Chincoteague, Inc.



TO: Mayor Bowden and Members of Council
 FROM: Michael Tolbert, Town Manager
 DATE: January 6, 2025
 SUBJECT: FY26 Trolley Budget

The operating grant application for the Pony Express Trolley Service is due on February 1, 2025 and as such, Council traditionally considers the Trolley budget at the first January Council Meeting. This allows time to make any approved adjustments that may be needed to the original proposal prior to the submission deadline.

The proposed FY26 Trolley Budget is below. You will see that this proposal contains funds for a new replacement trolley. This is a proactive replacement which will serve to reduce operation and maintenance costs while keeping our fleet up to date. Current DRPT regulations require the Town to fund 4% of this purchase, making the Town’s out of pocket expense approximately \$10,000.

ACCOUNT	DESCRIPTION	FY26 PROPOSED BUDGET	FY25 APPROVED BUDGET
REVENUES - TROLLEY			
	TROLLEY		
704501.0100	TROLLEY GRANTS	\$64,871	\$62,341
704501.0110	PROGRAM INCOME	\$5,000	\$5,000
704501.0200	RTAP REIMBURSEMENTS	\$0	\$0
704501.0300	MISC. NONPROGRAM INCOME	\$0	\$0
704501.8900	TRANSFER FROM GEN. FUND	\$26,496	\$25,462
	FED GRANT – NEW TROLLEY	\$208,000	\$0
	STATE GRANT - NEW TROLLEY	\$41,600	\$0
	TR FR CAP - NEW TROLLEY	\$10,400	\$0
	SALE OF SURPLUS TROLLEY	\$40,000	
	TROLLEY TOTAL	\$396,367	\$92,803

Town of Chincoteague, Inc.

ACCOUNT	DESCRIPTION	FY26 PROPOSED BUDGET	FY25 APPROVED BUDGET
EXPENDITURES - TROLLEY			
	SALARIES		
703010.0100	SALARIES	\$44,790	\$44,220
	TOTAL	\$44,790	\$44,220
	BENEFITS		
703010.2001	SOCIAL SECURITY	\$3,427	\$3,383
	TOTAL	\$3,427	\$3,383
	OPERATIONS EXPENSES		
703030.3401	INSURANCE & BONDING	\$3,400	\$3,400
703030.4400	COMMUNICATION SERVICES	\$800	\$800
703030.4401	PRINTING & REPRODUCTION	\$3,000	\$3,000
703030.4402	ADVERTISING	\$1,200	\$1,200
703030.4403	EDUCATION & TRAINING	\$2,000	\$2,000
703030.4404	CLEANING SUPPLIES	\$300	\$300
703030.4406	SUPPLIES, MATERIALS	\$500	\$500
703030.4407	MEMBERSHIPS & DUES	\$250	\$250
703030.4408	TRAVEL & MEALS	\$1,000	\$1,000
703030.4701	FUEL & LUBRICANTS	\$5,000	\$7,000
703030.4702	TIRES & TUBES	\$2,000	\$3,000
703030.4703	UNIFORMS	\$500	\$500
703030.4704	PARTS	\$1,200	\$750
703030.5201	DRUG TESTING	\$1,000	\$1,000
703030.6100	RTAP EXPENSES	\$0	\$0
703030.7302	REPAIRS/MAINT	\$10,000	\$4,500
703030.8505	RENT TO GENERAL FUND	\$16,000	\$16,000
	TOTAL	\$48,150	\$45,200
	CAPITAL IMPROVEMENTS		
703090.9001	TROLLEY & VAN PURCHASE	\$260,000	\$0
	TRANSFER TO TROLLEY CAP ACCT.	\$40,000	\$0
703090.9100	CAPITAL EXPENDITURES	\$0	\$0
	TOTAL	\$300,000	\$0
	TROLLEY TOTALS:	\$396,367	\$92,803

Town of Chincoteague, Inc.

Total FY26 Trolley Operating Funds	\$96,367.00
Federal Grant (50% of non-fare revenue)	\$45,683.50
State Grant (42% of Federal Grant Contribution)	\$19,187.07
Local Match 58% of Federal Grant Contribution	\$26,496.43 (Cost to Town)

Council is asked to consider and approve this proposal for submission.

Power Line Replacement:

A team from Old Dominion Electric Cooperative (ODEC) was in town for about a week in December to perform surveys and locate utilities and underwater obstructions that may affect the construction of a new submarine cable to supply the Town of Chincoteague with electric service from the mainland. Recent maintenance to the existing cable has indicated that it should be replaced and ANEC has stepped up to make sure that a replacement is not delayed. The project is in the early phases of approval and permitting and is currently slated to be completed by 2029.



ARPA Project Progress:

As most of you know the Town received \$2,982,860 in American Rescue Plan Act (ARPA) funds back in 2022. These funds were initially limited to the construction of infrastructure related to water and sewer projects but have since been allowed for a host of other types of projects. All funds must be encumbered for these projects by December 31 of 2024 and completely expended by December 31 of 2026. I'm happy to report that, with the signing of the contract for the construction of our sewer collection system, (\$2,248,211) on December 11 and the previous projects that we have completed including the design of that system, the purchase of the property on Main St. for the expansion of the HRSD treatment plant, legal fees associated with the transfer of the plant and the completion of Brianna's park, the Town has encumbered over \$3.3M in projects that qualify for ARPA funding.

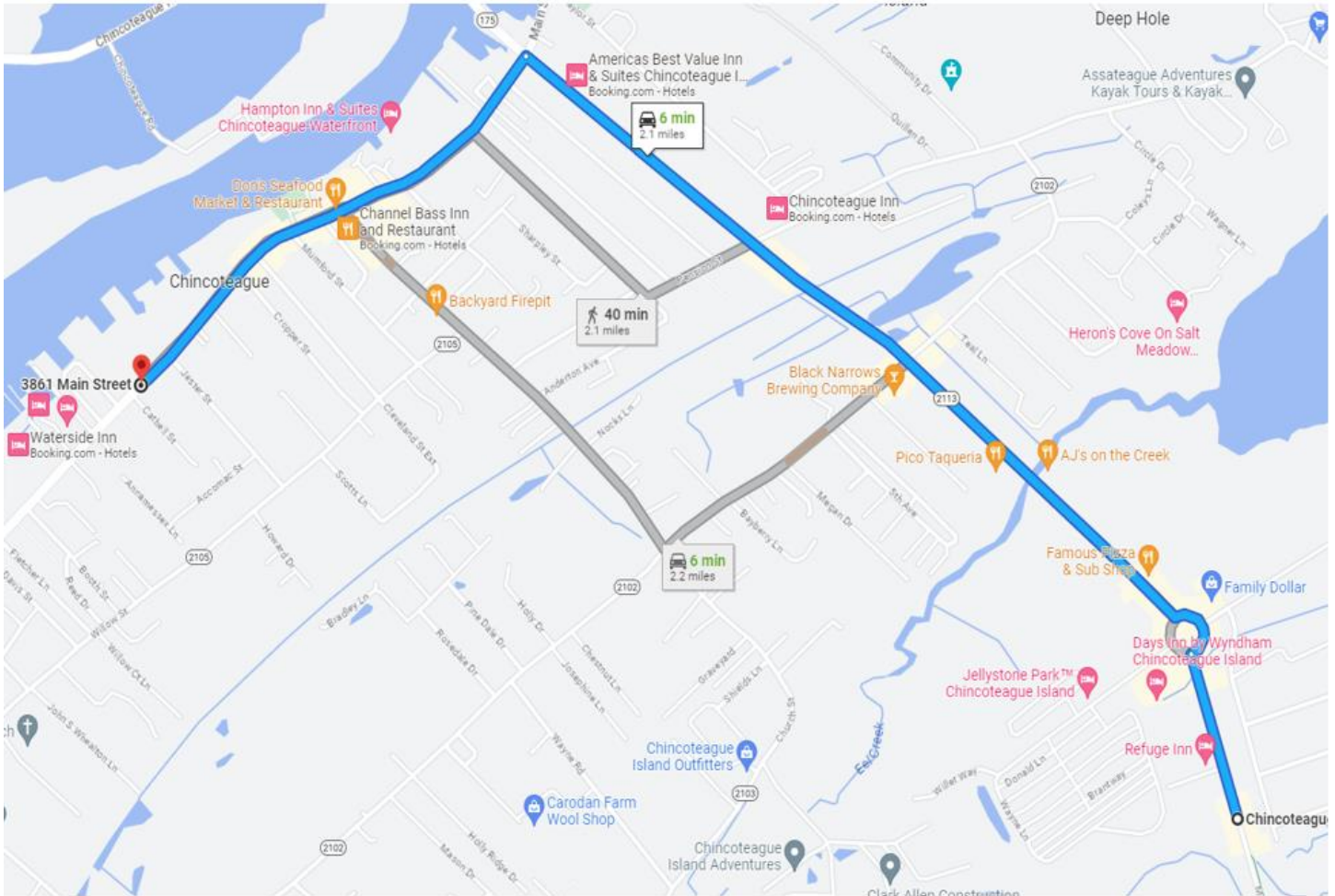
Further, over \$1M of these funds have already been expended, 2 years ahead of the deadline. I expect the remaining funds to be completely expended by the end of 2025 as we complete the collection system.



Sewer Projec:

The Town office has identified over 150 existing businesses located along the route of the initial sewer system. These businesses will receive a letter of interest from the Town in the next several weeks asking them to respond with their level of interest in connecting to the new public sewer system. As you know, initial capacity is limited to the unused permit that the town obtained in the transfer of the plant from the developer. However, HRSD is currently working on plans to upgrade and expand the plant along with obtaining additional discharge permits.

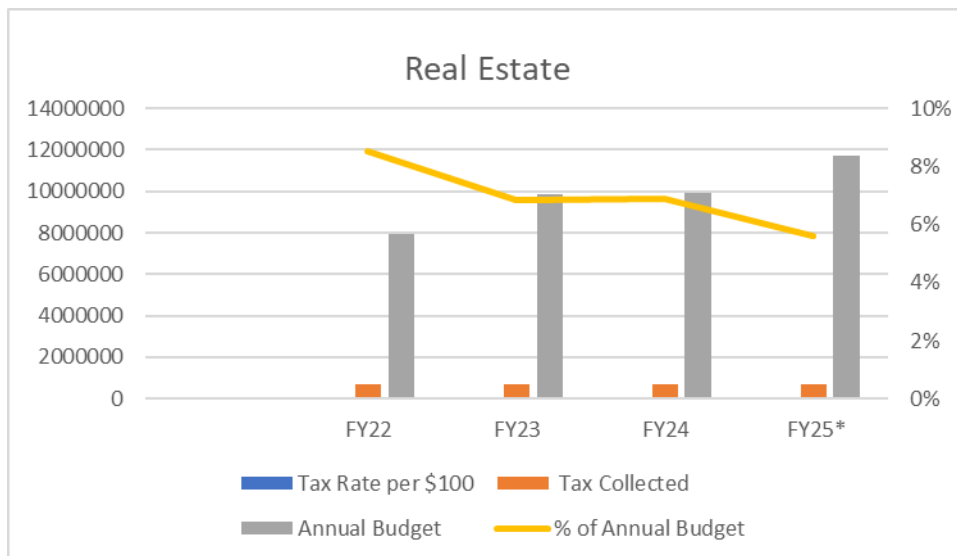
Construction of the initial plant upgrade is to be completed by December of 2026.

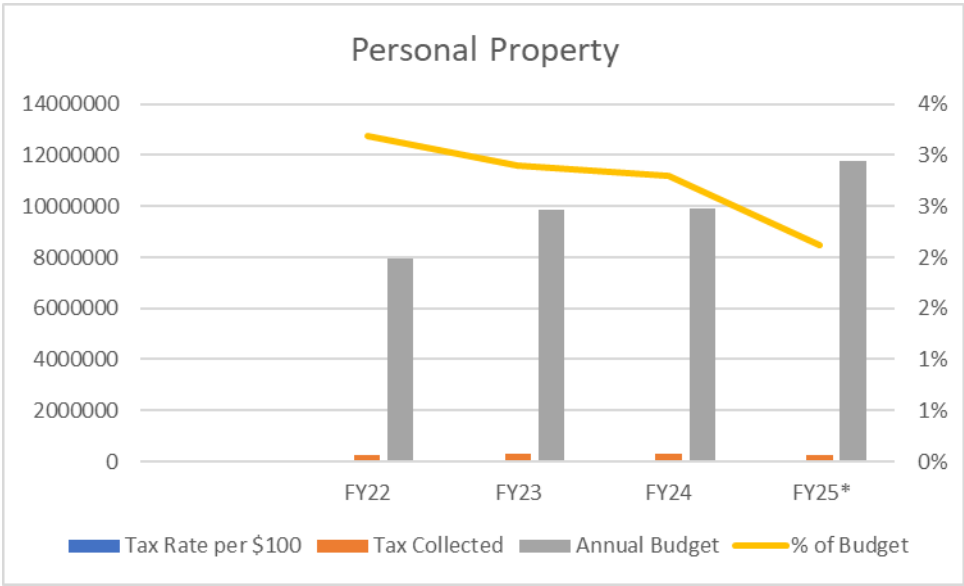


Tax Time:

Real Estate and Personal Property tax collections as of December 30, 2025 are \$660,009 and \$249,109 respectively. These totals represent 98% of Real Estate and 104% of budgeted Personal Property tax revenues for FY25. A further breakdown of the collections along with their associated rates is in the chart below.

Real Estate and Personal Prop. Tax Collections				
Real Estate				
Fiscal Year	Tax Rate per \$100	Tax Collected	Annual Budget	% of Annual Budget
FY22	\$0.070	\$676,651	\$7,953,815	8.51%
FY23	\$0.059	\$675,749	\$9,859,666	6.85%
FY24	\$0.059	\$682,302	\$9,901,419	6.89%
FY25*	\$0.046	\$660,009	\$11,747,612	5.62%
Personal Property				
Fiscal Year	Tax Rate per \$100	Tax Collected	Annual Budget	% of Budget
FY22	\$0.85	\$253,330	\$7,953,815	3.19%
FY23	\$0.85	\$286,235	\$9,859,666	2.90%
FY24	\$0.72	\$277,058	\$9,901,419	2.80%
FY25*	\$0.72	\$249,109	\$11,747,612	2.12%
* Collections as of December 30				





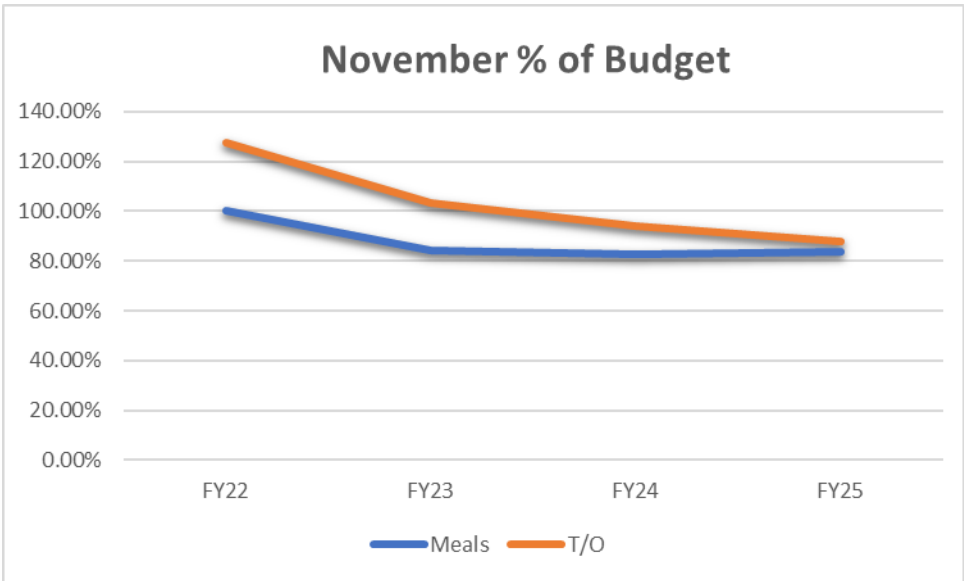
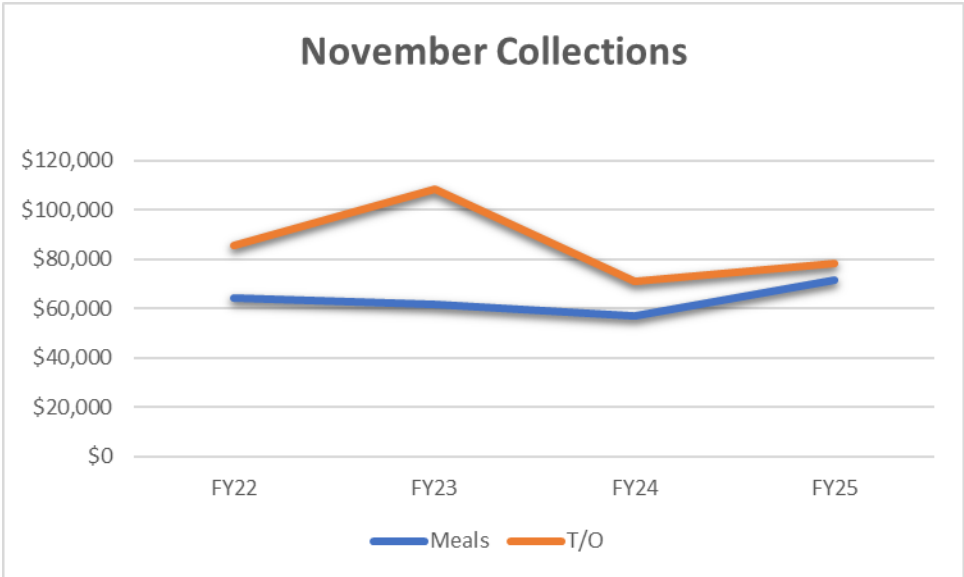
The graphs indicate the declining percentage of the Town’s annual budget that these revenues represent.

Meals and TOT:

The data in the table below represent excise tax collections for the month of December which reflect the level of business by food and lodging establishments in Town for the month of November. Meals Tax collections are up by 26% for November year over year. TOT is up this month by 10% year over year. Although still behind our average percentage of budget for the year, the Month of December helped close the gap a bit.

Meals and TOT December (November Activity)					
December Collections			Fiscal Year		
Meals Tax	Tax Collected	2 year average	Budget	YTD	% of Budget
FY22	\$64,478	\$59,403	\$1,000,000	\$1,003,843	100.38%
FY23	\$61,920		\$1,200,000	\$1,012,552	84.38%
FY24	\$56,886		\$1,300,000	\$1,072,739	82.52%
FY25	\$71,754		\$1,300,000	\$1,089,330	83.79%
Deviation from 2 yr. Meals Tax Avg.		\$12,351			
T/O Tax	Tax Collected	2 year average	Annual Budget	YTD	% of Budget
FY22	\$85,745	\$90,000	\$1,400,000	\$1,788,284	127.73%
FY23	\$108,716		\$1,700,000	\$1,756,392	103.32%
FY24	\$71,283		\$2,000,000	\$1,884,963	94.25%
FY25	\$78,373		\$2,200,000	\$1,927,795	87.63%
Deviation from 2 yr. T/O Tax Avg.		-\$11,627			

Figures shown are for accounts posted by 12-30-24.



Financial Report:

The financial snapshot for the month of December is below. We continue to move forward with appropriate levels of revenue and expenditures, typical for the month of December.

BUDGET vs. ACTUAL - Ending Date 12/30/2024							
10 GENERAL FUND	FY25 BUDGET	FY24 MTD	FY25 MTD	FY24 YTD	FY25 YTD	VARIANCE	%
GENERAL FUND REVENUE TOTAL	\$ 9,586,140.00	\$ 1,032,302.18	\$ 777,695.96	\$ 5,652,060.19	\$ 5,799,100.36	\$ (3,787,039.64)	60%
GENERAL FUND EXPENSE TOTAL	\$ 9,586,140.00	\$ 428,066.72	\$ 478,449.52	\$ 3,647,138.59	\$ 3,466,216.88	\$ 6,119,923.12	36%
GENERAL GOVERNMENT EXPENSE TOTAL	\$ 2,794,880.00	\$ 108,236.94	\$ 100,690.40	\$ 1,139,677.23	\$ 1,003,958.88	\$ 1,790,921.12	36%
EMS EXPENSE TOTAL	\$ 1,454,458.00	\$ 89,923.09	\$ 95,194.56	\$ 529,676.10	\$ 660,002.93	\$ 794,455.07	45%
PUBLIC WORKS EXPENSE TOTAL	\$ 2,453,895.00	\$ 85,569.60	\$ 140,711.89	\$ 720,722.18	\$ 590,781.75	\$ 1,863,113.25	24%
MOSQUITO CONTROL EXPENSE TOTAL	\$ 172,498.00	\$ 233.12	\$ 141.19	\$ 57,581.87	\$ 29,986.26	\$ 142,511.74	17%
ROADS EXPENSE TOTAL	\$ 928,500.00	\$ 26,051.49	\$ 15,457.40	\$ 410,802.73	\$ 374,209.21	\$ 554,290.79	40%
POLICE EXPENSE TOTAL	\$ 1,445,335.00	\$ 94,250.40	\$ 108,486.52	\$ 624,967.10	\$ 669,442.48	\$ 775,892.52	46%
DISPATCHERS EXPENSE TOTAL	\$ 336,574.00	\$ 23,802.08	\$ 17,767.56	\$ 163,711.38	\$ 137,835.37	\$ 198,738.63	41%
30 CURTIS MERRITT HARBOR	FY25 BUDGET	FY24 MTD	FY25 MTD	FY24 YTD	FY25 YTD	VARIANCE	%
CURTIS MERRITT HARBOR REVENUE TOTAL	\$ 822,269.00	\$ 3,500.00	\$ 21,872.76	\$ 468,628.51	\$ 415,183.78	\$ (407,085.22)	50%
CURTIS MERRITT HARBOR EXPENSE TOTAL	\$ 822,269.00	\$ 30,006.29	\$ 13,731.20	\$ 363,120.22	\$ 377,905.91	\$ 444,363.09	46%
70 TROLLEY	FY25 BUDGET	FY24 MTD	FY25 MTD	FY24 YTD	FY25 YTD	VARIANCE	%
TROLLEY REVENUE TOTAL	\$ 92,803.00	\$ -	\$ -	\$ 220,003.45	\$ 43,416.55	\$ (49,386.45)	47%
TROLLEY EXPENSE TOTAL	\$ 92,803.00	\$ 4,173.56	\$ 3,940.03	\$ 45,149.85	\$ 55,526.44	\$ 37,276.56	60%
80 WATER	FY25 BUDGET	FY24 MTD	FY25 MTD	FY24 YTD	FY25 YTD	VARIANCE	%
WATER REVENUE TOTAL	\$ 1,028,000.00	\$ 85,500.01	\$ 96,582.47	\$ 622,856.05	\$ 622,090.79	\$ (405,909.21)	61%
WATER EXPENSE TOTAL	\$ 1,028,000.00	\$ 99,107.46	\$ 110,695.12	\$ 374,525.79	\$ 406,844.61	\$ 621,155.39	40%
85 CENTER	FY25 BUDGET	FY24 MTD	FY25 MTD	FY24 YTD	FY25 YTD	VARIANCE	%
CENTER REVENUE TOTAL	\$ 218,400.00	\$ 15,620.94	\$ 3,716.00	\$ 123,478.97	\$ 140,008.78	\$ (78,391.22)	64%
CENTER EXPENSE TOTAL	\$ 218,400.00	\$ 49,143.06	\$ 7,936.07	\$ 376,568.43	\$ 70,283.58	\$ 148,116.42	32%
REVENUE	\$ 11,747,612.00	\$ 1,136,923.13	\$ 899,867.19	\$ 7,087,027.17	\$ 7,019,800.26	\$ (4,727,811.74)	60%
EXPENSES	\$ 11,747,612.00	\$ 610,497.09	\$ 614,751.94	\$ 4,806,502.88	\$ 4,376,777.42	\$ 7,370,834.58	37%
Difference					\$ (2,643,022.84)	\$ 2,643,022.84	

Trolley:

On Dec. 20th and 21st we used Pied Piper to assist the Museum with their Holiday Light Tour. They toured the island making several stops. It was a success with having the trolley full each night.

Again, this year Delagate Rob Bloxom will be chartering one of our trolleys for his New Year’s Eve Ball which will pick up and deliver attendees to their hotels and residences

Building Zoning Report:

From November 28,2024 to December 28, 2024, the Building and Zoning Department issued 44 building permits and conducted 42 inspections and five case activity cases inspections.

4 Business License site visits.

5 code case violations working without a permit

18 zoning site visits.

Received- 2024 CRS recertification 100% correctness.

42 building permit plans reviews.

35 walk- ins for building and zoning questions.

The total value for the building cost of construction. \$ 1,322,300.00

The total building permit fees collected were \$ 4,627.63



Permit Report

11/28/2024 - 12/28/2024

Permit #	Permit Date	Permit Type	Main Status	Permit Issuance Date	Type of Building	ADDRESSES	PROPOSED USE	LOCATION ADDRESS
203709	12/28/2024		Pending			N/A	PIER	7462 Pony Swim Lane
203708	12/28/2024		Pending			N/A	BULK HEAD	5352 Sunrise Shore Drive
203707	12/28/2024		Pending			N/A	PIER	3515 Main Street
203706	12/27/2024		Pending			8134 Seashell Drive	PORCH	8134 Seashell Drive, Chincoteague, VA 23336
203705	12/27/2024		Open	12/27/2024	ACCESSORY BUILDING		ACCESSORY STRUCTURE	4393 Salt Marsh Lane
203704	12/27/2024		Open	12/27/2024	RENTAL COTTAGE 30		BUSINESS LICENSE	4299 Pension Street

					DAYS OR LESS			
203703	12/27/2024							
203702	12/26/2024	Pending	12/26/2024	FENCE		FENCE	4280 Anderton Avenue	
203700	12/20/2024	Pending			na	SCREEN PORCH	5172 Mallard Pond Lane	
203699	12/19/2024	Open	12/19/2024	DECK		DECK	8128 BEEBE RD SITE T-4	
203698	12/18/2024	Open	12/18/2024	SINGLE FAMILY DWELLING	MAIN STREET	SINGLE FAMILY DWELLING	Parcel: 030000300000300 Legal: MARSH ISLAND LOT 3 .14 AC	
203697	12/17/2024	Open	12/17/2024	Residential		REPAIR	7661 9 East Side Road	
203696	12/17/2024							
203695	12/16/2024	Open	12/16/2024	CAMPGROUND		TRAILER PORT	8128 Beebe Rd SITE R- 36	
203694	12/16/2024							
203693	12/16/2024							
203692	12/16/2024	Open	12/16/2024	ACCESSORY BUILDING		ACCESSORY STRUCTURE	8132 Sea Shell Drive	
203691	12/16/2024	Pending			245 Fetterville Road	ACCESSORY STRUCTURE	7200 Pine Drive	
203690	12/13/2024	Open			n/a	REROOF	4273 Pension St Chincoteague Island, VA 23336	
203689	12/12/2024	Open	12/12/2024	Residential		REROOF	7108 Maple Street	
203688	12/12/2024	Open	12/12/2024			BUSINESS LICENSE		
203687	12/11/2024	Open	12/11/2024	Residential		SIDING	7753 East Side Road	
203686	12/11/2024	Open	12/11/2024	Residential		ADDITION	7158 SILVER SAILS	
203683	12/9/2024	Open	12/9/2024	Residential		SOLAR PANELS	3757 Willow Street	

203682	12/9/2024							
203681	12/9/2024		Open	12/9/2024	Residential		BUSINESS LICENSE	5023 Richardson Street
203680	12/9/2024		Open	12/9/2024	Commercial		BUSINESS LICENSE	3412 Ridge Road
203679	12/9/2024		Open	12/9/2024	Commercial		BUSINESS LICENSE	6448 1 Maddox Boulevard
203678	12/6/2024		Open	12/6/2024	ACCESSORY BUILDING		ACCESSORY STRUCTURE	7405 East Side Road
203677	12/6/2024		Pending		Residential		SINGLE FAMILY DWELLING	Parcel: 031B1030002880 0 Legal: OYSTER BAY SEC II LOT 288 SUB B
203676	12/6/2024							
203675	12/4/2024		Open	12/4/2024	SINGLE FAMILY DWELLING		SINGLE FAMILY DWELLING	Parcel: 030A5A00005820 0 Legal: TYNDALL LOT-WHITE ST
203674	12/4/2024							
203673	12/4/2024		Open	12/4/2024	FENCE		FENCE	5104 Richardson Street
203672	12/3/2024		Open	12/3/2024	ACCESSORY BUILDING		ACCESSORY STRUCTURE	7038 Maddox Boulevard
203671	12/3/2024		Open	12/3/2024	Residential	n/a	REROOF	6383 Jester St Chincoteague Island, VA 23336
203670	12/2/2024		Open	12/27/2024	SINGLE FAMILY DWELLING	na	RESIDENTIAL	Lot 34 Cleveland Street
203669	12/2/2024		Open	12/2/2024	SINGLE FAMILY DWELLING	n/a	SIDING	6203 Ocean Blvd Chincoteague Island, VA 23336
203668	12/17/2024		Open	12/17/2024	ACCESSORY BUILDING	245 Fetterville Road	ACCESSORY STRUCTURE	8056 Clarkson Lane
203665	12/16/2024		Open	12/16/2024	Residential	40 Byers Drive	ENCLOSURE FOR STORAGE	7093 Pine Drive
203664	12/5/2024		Open	12/5/2024	ACCESSORY BUILDING	N/A	GARAGE	5291 Meadow Drive

203661	12/4/2024		Open	12/4/2024	Residential	n/a	REROOF	4378 Ridge R Chincoteague Island, VA 23336	Item 4.
203655	12/10/2024		Open	12/10/2024	Residential	none	RESIDENTIAL	3561 Main Street	
203571	12/26/2024		Open	12/26/2024	ACCESSORY BUILDING		ACCESSORY STRUCTURE	5516 Main Street	

Total Records: 44

12/30/2024

CHINCOTEAGUE POLICE DEPARTMENT

MONTHLY REPORT TO COUNCIL DECEMBER 2024

The Chincoteague Police Department received 426 calls for service, resulting in 11 investigations of criminal offenses producing 4 arrest including: 1 Aggravated Assault, 1 Larceny, 1 Motor Vehicle Theft, 1 Identity Theft, 1 Destruction of property, 1 Shoplifting, 1 DUI, 4 Other Arrestable Offenses.

The Department responded to 4 alarms, 12 suspicious activities, 6 domestics, 13 assisting other agencies, 3 welfare checks, 6 animal complaints, 6 trespassing, 4 thefts, 4 frauds, 4 harassment/threats, 5 open door/window, 2 suspicious persons and 3 control burn checks.

In addition, 185 security checks and 6 public service calls were conducted.

The Department initiated 114 traffic stops, resulting in 58 issued citations and 62 warning tickets.

Chincoteague Police Department: December Highlights

December 4, 2024

Officers Anthony Todd and Justin Newsome proudly graduated from the Hampton Roads Criminal Justice Training Academy. Following their graduation, they began their Field Training program, continuing their journey of service and commitment to our community.

On the same day, the entire Chincoteague Police Department successfully completed CPR/AED/First Aid training at the Chincoteague Fire Department, further enhancing their preparedness to handle emergencies.

December 7, 2024

The Chincoteague Police Department hosted its annual Toy Run for Kids. This heartwarming event saw participation from nearly 50 riders, showcasing the community's generosity and support for local children.

Later that evening, the department provided traffic control for the Chincoteague Christmas Parade, ensuring a safe and enjoyable event for all attendees.

December 10, 2024

Through collaborative efforts, the Chincoteague Police Department assisted 28 families in making their children's Christmas brighter this year, exemplifying the department's dedication to community welfare.

December 16, 2024

The department hosted its second "Coffee with a Cop" event at Blackfin Island Grill & Tapas Lounge. This initiative continues to strengthen relationships and open lines of communication between officers and community members in an informal and welcoming environment.

December 17, 2024

Investigator Barnes completed his interview with the Forensic Academy, fulfilling a crucial prerequisite for attending this advanced training program. His dedication to professional growth enhances the department's investigative capabilities.

The Chincoteague Police Department remains committed to fostering community engagement, professional development, and public safety. We look forward to continuing this momentum into the new year.

Item 5.

Chlorination and Bacteria samples were successfully completed and subsequently the tie-in of new water main at Wildcat was made. We split into two “crews” in order to tie-in both ends of the main at the same time to limit the impact on traffic and water disruption.



Drywall repairs and painting done in the Foyer of the downtown bathrooms.

Item 6.





New vents installed after vandalism at Brianna's Park.



Concrete floors were painted in both men's and women's bathrooms at Brianna's Park and Memorial Park.



VDOT install a new (to us) cabinet for the traffic signal at the intersection of and Maddox.

Address	Pipe size	Pipe type	Year installed
8289 Bayfront	0-Jan	PVC	
6255 Highland Park	0.75	PVC	
3515 Main Street	0.75	PVC	2019
4462 Main Street	0.75	pex	2010
3399 Ridge rd	0.75	pex	2015
6265 Church street	0.75	poly	2023
7513 Pony Cove	0.75	poly	1983
6379 Church St	0.75	poly	2020
6330 Munford St	0.75	poly	2013
6334 Munford	0.75	poly	2018
6264 Munford	0.75	PVC	1991
3842 Main Street	0.75	poly	2021
5095 Richardson Cove	0.75	copper	1972
7147 Mason Dr	0.75	poly	2009
7144 Piney Island	0.75	CPVC	2022
3241 Leakhites	0.75	Copper	1990
6501 Pine Drive	1	Poly	1998
3860 Main St	0.75	PVC	
7177 Pine Dr	0.75	PVC	2020
6194 Marsh Island	1	PVC	1988
6188 Marsh Island	1	PVC	1988
6382 Jester St	0.75	pex	2012
4492 Main St	0.75	Galv	
5289 Hibiscus	0.75	PVC	2007
5437 Woodland Dr	1	PVC	2021
4075 Grand Bay	0.75	PVC	2000
7200 Sunset Drive		Copper	1974
5387 Misty Meadows	0.75	PVC	2009
8196 Sea breeze	0.75	PVC	
5504 Main St	0.75	PVC	2004
6442 Howard Dr	0.75	PVC	

Waterline inventory results are steadily coming in.

Items Planned to be completed in January.

- *Remove and store Christmas decorations*
- *Harbor Clean up*
- *Begin Taylor Street renovations.*
- *Continue routine maintenance of equipment and vehicles.*

TOWN OF CHINCOTEAGUE EMERGENCY SERVICES MONTHLY REPORT

EMERGENCY MEDICAL SERVICES DIVISION

Reporting Period: 12/01/2024 – 12/29/2024

TOTAL EMS RESPONSES: 63

(5 LESS THAN IN SAME PERIOD 2023): 68

ADVANCED LIFE SUPPORT: 17

BASIC LIFE SUPPORT: 24

OTHER: 22 (Fire Stand-by, Public Assist Calls, etc.)

HAZMAT: 0

COMMUNITY SERVICE

BP SCREENINGS

Two BP screenings were conducted at the station this month as well as a B-12 shot.

CHINCOTEAGUE CHRISTMAS PARADE

Staff entered a float representing the EMS department in the annual Christmas Parade. The Lucas device was performing CPR on our “Little Martian Friend” throughout the parade.

LOGISTICS

DRUG KIT TRANSITION

We have completed all necessary steps and received all the required paperwork to move forward with our new drug kit program. Kits are being stocked and all staff training has completed. The new program will go live January 15, 2025.

TRAINING

CONTINUING EDUCATION

Staff participated in four hours of training on the new drug kit program.

EMERGENCY MANAGEMENT DIVISION

- Weather and situational awareness monitoring.
- Code Red calls to Wildcat residents, advising of road closures for water repairs.
- Planning discussion with department heads for the operations posture related to the December 13th launch.
- Attended Wallops Monthly Range Scheduling Meeting
- Jamie Wheatley completed his final course work and became certified under the National Disaster & Emergency Management University’s National Emergency Management Basic Academy.
- Applied for and was awarded the 2024 Local Emergency Management Planning Grant through VDEM. The 50/50 grant for \$15,000 will be used to complete more

training, help to cover our satellite phone subscription and our Code Red subscription.

**MINUTES OF THE DECEMBER 12, 2024
RECREATION & COMMUNITY ENHANCEMENT
COMMITTEE MEETING
Town Council Chambers**

Members Present:

Mr. Gene Wayne Taylor, Chairman
Mr. Chris Bott, Vice Mayor
Mr. William McComb, Councilman
Ms. Donna Leonard

Members Absent:

Council and Staff Present:

Mr. Michael Tolbert, Town Manager

Call to Order

Chairman Taylor called the meeting to order at 5:30 p.m.

Public Comment

Chairman Taylor opened the floor for public comment. There was none.

Agenda Adoption

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

Discussion of Memorial Park Baseball Field Fill

Councilman Taylor discussed Memorial Park ballfield which needs fill.

There was further discussion about use, fill, drainage, and funding. They reviewed pictures and layout of the field.

Ms. Leonard suggested contacting the County Parks and Recreation Director for his expertise regarding the ballfield.

Town Manager Tolbert advised that the fencing came in yesterday which was to refence the 4' fencing of the ballfield along the 1st and 3rd base lines.

Discussion continued and the Committee agreed to contact the County's Parks and Rec. Director. They commented further on the current ballfield uses.

Consider Disposition of Remaining Brianna's Kindness Park Donated Funds

Councilman Taylor advised there was uncommitted funds from the donation. He suggested using the remainder of the funds for wheelchair access to the handicapped structures.

There was discussion regarding the type of surface.

Ms. Leonard reminded them that they also discussed the Little Library.

Town Manager Tolbert quoted from the donation stating that: “this donation is earmarked for projects that were already discussed by the Parks and Recreation Committee, such as shades, planning for the hangout section, and making a handicapped accessible area on the playground.”

The Committee agreed to use the balance on handicap accessibility. There was further discussion, and they agreed to look into this further to discuss again in February. They also talked about vandalism, and lighting at Brianna’s Park.

Discussion of Committee Membership

Councilman Taylor advised that Town Manager Tolbert stated that the Mayor makes the committee assignments. He stated that in the past, when there is a vacancy, the Town puts out feelers for those interested, and they are voted on by Council.

Town Manager Tolbert stated that the committee does not appoint members to the committee, the Mayor generally is responsible for assigning committee membership. He added that if the decision is made to put citizens on that committee, it refers back to Robert’s Rules which states a citizen, which is a non-member of the governing body, would have to be brought up, seconded, and voted on by Council.

Councilman Taylor stated that it’s usually the first person that is nominated that gets the vote.

Ms. Leonard stated that under Robert’s Rules, the people are voted on in the order in which they were received. She stated that when Councilwoman Richardson made the recommendation for her, she made the motion, and Mayor Leonard took the vote. She added that Mr. Johnson wasn’t considered. She feels that the way it should have been was that everyone should have been put on the table and a vote taken, not the vote taken at the 1st nomination. She feels that if everyone is out on the table, it would be fair.

There were further comments.

Councilman Taylor wished everyone a Merry Christmas.

Adjournment

Councilman McComb motioned, seconded by Vice Mayor Bott to adjourn the meeting.

Unanimously approved.

**MINUTES OF THE DECEMBER 2, 2024
CHINCOTEAGUE TOWN COUNCIL MEETING
Council Chambers
7:00 p.m.**

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. Bryan Rush, Director of Emergency Services
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.

Mayor Leonard commented on a postcard that was mailed to Island residents. He advised that at the last Council meeting there was a representative from Rocket Lab who advised that the use of Queen Sound boat ramp is off the table. He added that Rocket Lab stated that this was a very backup plan if needed.

Proclamation

Mayor Leonard read the Certificate of Recognition for Mrs. Evelyn Shotwell.



**CERTIFICATE OF RECOGNITION
PRESENTED TO**

Mrs. Evelyn Shotwell

WHEREAS, Mrs. Shotwell and her Family moved to Chincoteague in 1997 and became full time residents and participants in the community; and

WHEREAS, Mrs. Shotwell held several positions in her career including teacher, business owner, hotel marketing director, tourism counselor, office manager and executive director; and

WHEREAS, Mrs. Shotwell directed and oversaw the staff optimization and expansion of the Chamber of Commerce including the hiring of additional staff and the administration of the Seafood Festival, an Eastern Shore tradition; and

WHEREAS, Mrs. Shotwell single handedly operated the Chamber of Commerce, providing all services during the COVID 19 pandemic while procuring sufficient funds to maintain operations; and

WHEREAS, Mrs. Shotwell had a long and distinguished career with the Chincoteague Chamber of Commerce providing exemplary services to the Chincoteague Business Community and Town government for over 24 years.

NOW, THEREFORE, by virtue of the authority vested in me as Mayor of the Town of Chincoteague, I do hereby deem it an honor and pleasure to extend this tribute to Mrs. Evelyn Shotwell on the occasion of her retirement, with sincere congratulations and best wishes for many happy years of enjoyment with her family.

Presented this 2nd day of December 2024.

Mayor John A. Leonard

Attest:

Michael T. Tolbert, Town Manager

Vice Mayor Bott presented Mayor Leonard with a plaque as a token of their appreciation. He recounted some of the accomplishments during Mayor Leonard's term as Councilman and Mayor. He listed: Public Works Department: Installed water filtration system near the Town's wells, expansion of the Town's paving projects, installed water meter reading system, and central sewage collection and processing system where the agreements have been finalized during his terms. Public Safety: expansion of the Police and EMS Departments to provide safer streets and emergency care, numerous upgrades within each of these departments that keeps the Town on the cutting edge of protection, he led the Town through the Covid pandemic. Budget & Personnel: He continually saw a balanced budget during each year he has served as Councilman and Mayor. He is also leaving public service after 12 years knowing that the Town is financially stable and in better financial shape than when he arrived. Parks and Infrastructure: He saw the purchase of the historic firehouse, the John H. Tarr Bike Trail, pickleball courts, tennis courts redone, the Amrien Gym redone, also the addition of Brianna's Park to the park system, and the Dog Park. Harbor Committee: He has seen continuous improvements as the Harbor, specifically the installation of the floating dock system throughout the entire space, and a new state-of-the-art boat ramp at Memorial Park.

Vice Mayor Bott added that even though these items highlight a few tangible accomplishments the main take-home is that he entered the public life and upon leaving it you will have left the Town of Chincoteague in great shape moving forward. He stated that he believes that the Town, the Council, and the citizens will be eternally grateful.

Public Comment

Town Manager Tolbert read the rules for public comment.

Mayor Leonard opened the floor for public comment.

- Mrs. Beverly Fleming, 3860 Main Street, addressed the postcard mailer about the Queen Sound boat ramp. She was concerned when she read the card and commented further about assurances. She asked if there is a contract in the future that the residents be notified.
- Mr. John H. Leonard, 7961 Church Street, also commented about the postcard. He feels the workshop worked out well where the clarification was given. He stated that the outlook regardless of what it is, Rocket Lab, NASA, or the government on Assateague, when something is said at a Council meeting, it's in the digital world. Someone will take what is said and spin it which caused the postcard. He added that the Town doesn't own the ramp. He commented further about the information and implored people to have a can-do attitude rather than a no, not here, not today attitude.
- Mr. Ricky Scherer, 6299 Cleveland Street, commented on the bicyclists. He stated that the Island is growing. Over the last couple of summers, he has seen that people on bikes are not following the rules and wants to know the laws and feels there will be a problem in the future.
- Mr. Danny Bowden, 5161 Chicken City Road, asked the Town to implement the No Wake Zone in the Chincoteague Channel. He advised that he is a fisherman. He stated he is taxed at times with loading and unloading when a boat is going by at a high rate of speed. He

feels it puts a little bit of a burden on him. He added that the Town has a ramp behind the America Legion. He asked if the Town requires a permit to launch a boat. There is a safety factor there and at Robert Reed Park. The least they can do is think about the people tying up. He explained how he idles down through the Downtown area. He stated it would be a little helpful for those packing at the dock.

- Mr. Ken Web, 4495 Main Street, thanked opening the No Wake Zone question. He sees there is discussion and asked what is the operational of the end of Marsh Island. He stated that he lives at the end of Lewis Creek and in the summer, they don't seem to think there is a speed limit there. He and his neighbor have floating docks. He doesn't want to put a damper on anyone's fun, but they can hold off on Lewis Creek and open back up at the high school. He mentioned Captain's Cove boaters coming in a little quick. He appreciates whatever can be done.

- Mr. Glen Leibick, General Manager of the commercial Space Port, advised he is in attendance this evening to answer questions of Council or the citizens on the operations. He encouraged anyone who has questions to give him a call. He would prefer to work these things out as quick and quietly as they can. He would like there to be a truth to the answers and doesn't want to work off of rumors and such.

- Mr. Eli Grovin, 4425 Eastwinds, stated he received the flyer as well, and stated it sounds like people are up in arms about it. He doesn't feel the Town should be anti-business. He trusts all of the elected officials to do what is right. He understands that Rocket Lab is not considering using Queen Sound boat ramp, but if they were he is sure they would find a way to make it work for everyone. He added that not having car access isn't good, but they can survive. He made suggestions for other options to explore that Rocket Lab would be willing to help with. He would hope that the Town would be pro-business. He also asked if anyone has looked into changing the method of traffic control for Church Street, Ridge Road, and Chicken City Road intersection. He explained that Eastwinds is off Church Street, and he advised that he nearly gets hit about once a week. He suggested a traffic circle. He was unsure if this had been discussed before.

Mayor Leonard advised that they have looked at it and they've added some things. He suggested coming to the Public Safety Committee.

Councilwoman Richardson stated that it has been that way since she's been here. She added that she drives a school bus through there and knows what he's talking about.

- Ms. Suzanne Rizzo, 7036 Josephine Lane, asked to address the Rocket Lab issue. She stated that she would appreciate that it isn't a cavalier answer that it's done already. She stated that it's not. She doesn't want it to be moved forward and not addressed with a public forum.

Agenda Adoption

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

Staff Reports

General Government

Town Manager Tolbert stated that the Town office staff has been busy with taxes since November 5th. As of November 27th, they have posted \$271,448 of the projected \$675,000 in Real Estate, \$125,841 of the projected \$240,000 Personal Property, and \$45,271 of the projected \$88,000 Motor Vehicle tax revenues for FY25. He added that this is the single busiest week of the year in the Town office. He reminded everyone of the December 5th due date. He reported on the plans for cleaning the Harbor beginning the first week of January. He also gave the November report for the Center which included a wedding, and Local, State and Federal elections. North Accomack Little League held the annual fund-raising auction and dance. He added that after months of planning, Center Director Leonard organized and presented the 1st annual Christmas Craft Fair held on Saturday the 23rd. The event attracted 43 vendors and over 600 shoppers. He added that she conducted a survey at the end of the event, and everyone wanted her to continue with this event. He reviewed upcoming events for the Center for the month of December. He gave the Meals and Transient Occupancy Tax report along with the Finance Report for November.

Police Department

Chief Greenley reviewed the monthly Police report advising that on November 18th – 22nd, Sgt. Stevens attended the FBI First Line of Supervisor Training at the Virginia State Police Academy in Richmond. He commented that he went to this training approximately 12 years ago. He stated that on November 20th the Department held the Senior Luncheon with over 150 seniors. Don's Seafood Restaurant catered the event. He reminded everyone that the Toy Run is Saturday. The bikes will leave Walmart in Onley at 11:00a.m. The entry fee is a new unwrapped toy. The participants will receive a t-shirt and lunch at Capt. Zachs. He added that they plan to have Coffee with a Cop on December 16th from 8:00a.m to 10:00a.m. at Blackfins.

Public Works Department

Public Works Director Parks reported that last year temporary drainage improvement was done to Accomac and Annessex Streets. This month they installed 12" storm drain pipe as a permanent solution. They also installed Christmas decorations. He added that last month drainage repairs were done on Poplar Street and early this month they patched the road with asphalt. He stated that the Department has been challenged keeping the streets cleared from leaves and debris. He reported that the new street sweeper was delivered on the 25th, and the "Right turn on red after stop" signs have been installed. He added that they had a water leak that was repaired on Thanksgiving afternoon. He expressed his appreciation for staff who come in without hesitation. He reviewed the December schedule as well.

Councilwoman Bowden asked how they were progressing on the ditch maintenance.

Public Works Director advised that a lot of what they did this month was maintenance and improvements. He stated that if she has specific areas, he'll be glad to look into it.

Councilwoman Bowden advised there are a couple of places that half have been dug out and the pipe itself hasn't been cleaned out.

Public Works Director Parks stated he would be glad to get back on that.

Councilman McComb thanked the Public Works staff for putting up the Christmas decorations. He advised there are 50+ more pieces that were installed. He stated they put in a lot of work and staff did a great job.

Emergency Services

Director of Emergency Services Rush reported that they had 76 calls in November, which was 2 less than last year. He reported that a staff member reached out to the Chincoteague Elementary School Career Day. They continue with weather monitoring. The Trick-or-Treat AAR has been completed to help make next year's event even better. He reviewed the hurricane outlook from June. He gave the storm statistics. He informed everyone that this week is winter weather awareness week. He reminded everyone to prepare now.

Public Hearing – No Wake Zone

Mayor Leonard opened the public hearing at 7:44p.m.

- Mr. John H. Leonard, 7961 Church Street, commented on the proposed “No Wake Zones”. He stated that there is no way to get around those areas. He added that delays add up. He advised that he took over 700 tours of this Island this year. If he has to slow down, this could cost 100 hours in a year. He feels that (the “No Wake Zone” in) Sheepshead Creek and Lewis Creek is needed. However, in the main channel-ways of the Island there's no effective way. He agreed with Mr. Bowden that the fish docks are being used but feels it's not worth the “No Wake Zone”. Mr. Leonard stated that the Assateague Channel is the most used waterway. He feels it's a boater safety issue and a “No Wake Zone” wouldn't be beneficial long-term. He added that time is money. He stated that everywhere on the Island is losing shoreline. If you go anywhere that doesn't have bulkhead, you're losing land. He concluded that he is strongly opposed to any “No Wake Zone”.

- Mr. Ricky Scherer, 6299 Cleveland Street, advised he has been a fisherman his entire life and has talked about this topic for years. He had a big boat, and people would go by so fast that it would slam his boat against the dock which beat the paint off of it. The last few years he has been launching and pulling up his skiff that he uses for crabs. He advised he uses the launch behind the American Legion every day. Boats speed by and make it nearly impossible to load or unload. He asked how they would like to have a boat and people damage it. He reminded everyone that fishing boats cost from \$200,000 - \$400,000. He commented about having a boat that cost that much being beaten against a dock. He feels they should schedule a few more minutes, rather than tear somebody's boat up.

Town Manager Tolbert showed the map of the proposed “No Wake Zone”.

Mr. Scherer feels the south end of Marsh Island is good, there should be markers and he asked who would enforce it. He also suggested adding signs. He stated that he didn't want to slow up someone's business, but this has been a problem going on for 12-20 years.

Mayor Leonard closed the public hearing at 7:53p.m. He asked for comments from Council.

Councilman Taylor stated that he enjoys the slowness of it and enjoying the Island. He referred to the Sunset Bay and around the Harbor adding that when a wake comes through it can do damage. He added that he is for it and people need to slow down.

Councilwoman Bowden stated she has watched people at the boat ramp behind the American Legion trying to get on the dock and can't for the wake. She feels it's a safety thing. She hopes, if it passes, it is marked better than what they have on Eastside.

Mayor Leonard stated he is the Chairman of the Harbor Committee, and they proposed it. The one on Eastside was sent to the state and they lost it. They designed it by giving those faster vessels the east side of the Channel to travel. Along the shoreline is a "No Wake Zone". This was done for safety because of the Town's dock at Memorial Park. He added that Sheepshead Creek has always been a "No Wake Zone". He stated that on the western Channel things changed. The boating styles have changed, back then they didn't have the motor capacity and ability to throw a wake like they do now. He stated that the problem with going fast is the people who boat in our area don't have ware-with-all to maintain speed that is manageable for them and the people on the shore. They don't care or realize what wakes can do. When the men are unloading fish, they're more concerned with unloading that catch. By making this a "No Wake Zone" it will give the VMRC another tool to be able to have patrol in the area. It takes the public to make sure the VMRC is on it. The waterways are controlled by the state. They plan to have better markings and signage on the north and south portion on Marsh Island. He feels it's a step they need to take as the Town is progressing and it's a safety issue.

Councilwoman Bowden motioned, seconded by Councilman Taylor to approve the "No Wake Zone" from Waterside Motor Inn to Lewis Creek. Unanimously approved.

Committee Report

Public Works Committee

Councilwoman Richardson advised they met on November 5th. Public Works Director Parks has reviewed some of what was discussed. She stated they did road patching, and the new street sweeper has been going.

Harbor Committee

Mayor Leonard stated they discussed cleaning up the storage behind the hill and the "No Wake Zone". He added that the fuel tank area will be fixed up, cleaned up and painted.

Adoption of Minutes of November 4th and November 21st Council Meetings

Councilman Savage motioned, seconded by Councilman McComb to adopt the minutes of the November 4th and November 21st Council meetings as presented. Unanimously approved.

Mayor and Council Comments

Councilwoman Bowden thanked Mayor Leonard for his 12 years of service, for his guidance, and his leadership, and all he has done. She stated that he and his family has been a staple in this community all the way back, forever. She thanked him.

Councilman McComb advised it was a pleasure serving with Mayor Leonard. He also wished everyone a “Merry Christmas”.

Councilman Taylor stated that Mayor Leonard didn’t do it for the money. He appreciated what he did, adding that it was a labor of love.

Councilman Savage stated that it has been a pleasure to serve with Mayor Leonard. He also gave a shoutout to Chamber Executive Director Shotwell for her exemplary service at the Chamber and the Town.

Mayor Leonard advised that this is his last comment. He stated that it has been pleasurable and a good run, 12 years of public service and before that the Zoning Board. He will enjoy some time off. He had a good time, and it was made more pleasurable by having a good staff. He added that it makes his job a lot easier when you have good people behind you. He commented that the 4 Department Heads in attendance have certainly made his life a lot easier. He added that it isn’t just those 4 in attendance, it’s all the Town employees. He stated that when the Town is running right, it makes the Mayor job a heck of a lot easier. He expressed how great it is to live in the Town of Chincoteague. He added that for the most part they get along, they do have differences between themselves every now and again, but they work them out. He stated that it’s a great place to live, a great place to be from, and a great place to be Mayor. He concluded with, “Roll Tide”.

Closed Meeting in accordance with §2.2-3711 (A) (3) for the discussion of the acquisition of real property for a public purpose.

Councilman Taylor motioned, seconded by Councilwoman Bowden to go into a closed meeting in accordance with §2.2-3712 (A) (3) of the Code of Virginia for the discussion of the acquisition of real property for a public purpose. Unanimously approved.

Certification of Closed Meeting in Accordance with §2.2-3712 (D) of the Code of Virginia
Councilman Taylor motioned, seconded by Councilwoman Bowden to certify the Closed Meeting was in accordance with §2.2-3712 (D) of the Code of Virginia. Unanimously approved.

Adjourn

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

J. Arthur Leonard, Mayor

Michael T. Tolbert, Town Manager

Certification Motion:

In accordance with section 2.2-3712(D) of the Code of Virginia, I will entertain a motion that the Council certify that to the best of each members' 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.**

Ask for a vote by show of hands.