



# TOWN COUNCIL MEETING

June 06, 2022 at 7:00 PM

Council Chambers – Town Municipal Center

## AGENDA

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**CALL TO ORDER** – *Mayor Leonard*

**INVOCATION** – *Councilman Taylor*

**PLEDGE OF ALLEGIANCE** – *Mayor Leonard*

**PUBLIC COMMENT** – *Mayor Leonard*

1. [Public Speaking Rules](#)

**AGENDA ADOPTION** – *Mayor Leonard*

**RECOGNITION OF CHS LADIES CHAMPIONS** - *Mayor Leonard*

**DISTRICT 1 SUPERVISOR REPORT** - *Supervisor Tarr*

**RESOLUTION FOR GUN VIOLENCE** - *Mayor Leonard*

2. [Resolution for Gun Violence](#)

**STAFF REPORTS** - *Mr. Tolbert*

3. [General Government - May](#)
4. [CPD May Report](#)
5. [Public Works Report - Ma](#)
6. [EMS Report](#)

**COMMITTEE REPORTS** – *Council*

7. [Public Works Committee Minutes](#)
8. [ARPA Committee Minutes](#)
9. [Budget and Personnel Committee Minutes](#)
10. [Planning Commission Minutes](#)
11. [RCEC Minutes](#)

**ADOPTION OF MINUTES** - *Mayor Leonard*

12. [May Council Meeting Minutes](#)

13. [May Workshop Minutes](#)

**REVIEW OF EMPLOYEE MEDICAL OPTIONS - *Mr. Tolbert***

14. [Employee Health Care Options](#)

**MAYOR AND COUNCIL COMMENTS – *Mayor Leonard***

**CLOSED MEETING**

15. [Closed Meeting Motion](#)

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

16. [Certification Motion](#)

**ADJOURN**



## Rules for Public Comment:

1. All attendees wishing to speak shall sign up on the provided roster.
2. Speakers must preface all comments by stating their name and 911 address.
3. Comments shall be limited to (4) minutes per speaker.
4. A speaker cannot reserve or transfer time to another speaker.
5. Speakers must not use profanity, threatening language or otherwise be abusive of Council members or staff.
6. Speakers shall not address specific personnel matters which involve individual employees in a public meeting.
7. Members of the Council will not answer questions directly or engage with speakers.
8. Specific questions shall be directed to the Mayor who shall at his discretion shall solicit a response from the appropriate staff member.



## PROCLAMATION

### IN RECOGNITION OF DECLARING FRIDAY JUNE 3, 2022 TO BE LOCAL GUN VIOLENCE AWARENESS DAY

This proclamation recognizes that Friday June 3, 2022 will be proclaimed Local Gun Violence Awareness Day in the Town of Chincoteague to honor and remember all victims and survivors of gun violence and to declare that we as a community, we must do more to reduce gun violence.

WHEREAS, every day, more than 100 Americans are killed by gun violence, alongside more than 200 who are shot and wounded, and on average there are more than 13,000-gun homicides every year; and

WHEREAS, protecting public safety in the community we serve is the public official's highest responsibility; and

WHEREAS, support for the Second Amendment rights of law-abiding citizens goes hand-in-hand with keeping guns away from people that shouldn't have them; and

WHEREAS, the vast majority of legal gun owners abhor gun violence and love and respect the peace and liberty that this Country stands for, and

WHEREAS, on June 3, 2022, people across the United States will recognize National Gun Violence Awareness Day and wear orange in tribute to victims of gun violence; and the loved ones of those victims; and

WHEREAS, The color orange symbolizes the value of all human life; and


WHEREAS, anyone can join this campaign by pledging to wear orange on June 3rd, 2022 to help raise awareness about gun violence; and

WHEREAS, by wearing orange on June 3rd, 2022, citizens will raise awareness about gun violence, the value of human life and honor the lives of gun violence victims and survivors; and


WHEREAS, we renew our commitment to reduce gun violence and pledge to do all we can to keep firearms out of the wrong hands and encourage responsible gun ownership to help keep our children safe.

NOW, THEREFORE BE IT RESOLVED that the Town of Chincoteague declares June 3, 2022, to be Local Gun Violence Awareness Day. I encourage all citizens to support their local community's efforts to prevent the tragic effects of gun violence and to honor and value of all human life.

Signed:

  
John Arthur Leonard, Mayor

Attested:

  
Michael T. Tolbert, Town Manager

Harbor

In the last 4 years, we have added 2 floating piers to the Harbor for a total of 52 additional slips. This year’s project is to replace one of the original wood piers. Construction should have been completed by the end of 2021, however delays in obtaining materials caused the schedule to slip. On Friday, we finally took delivery of the new floating dock materials. They will be stored at the Harbor until the Fall at which time, we will demo the first wood pier and erect the new floating pier. This entire process should take no more than a week.

The FY23 project application to VPA was for the replacement of the last wood pier at the Harbor and I am happy to report that last month, the VPA board awarded the Town of Chincoteague \$161,869 for this project. We will be ordering the material in the next few weeks and will of course begin that project when it is delivered

**RESOLUTION 22-04**

**A RESOLUTION AUTHORIZING AID TO LOCAL PORTS FUNDING (FY23)  
TOTALING AN ESTIMATED \$1,000,000 TO THE COUNTY OF ACCOMACK, TOWN  
OF CHINCOTEAGUE, COUNTY OF GLOUCESTER, CITY OF NEWPORT NEWS,  
AND THE COUNTY OF NORTHAMPTON**

**WHEREAS**, in September 1986, the Virginia General Assembly established the Commonwealth Port Fund in order to support port capital needs of all ocean, river or tributary ports within the Commonwealth; and

**WHEREAS**, the Board of Commissioners of the Virginia Port Authority found it necessary and in the public interest, pursuant to its statutory responsibility, to establish a policy governing disbursement of a portion of the Commonwealth Port Fund to local governmental entities in order to foster and stimulate the flow of commerce through the ports of Virginia, such policy (“Aid to Local Ports Policy”) being adopted on July 28, 1987, and last amended on November 18, 2014; and

**WHEREAS**, in accordance with the Aid to Local Ports Policy, the following entities have applied for grants for the purposes indicated:

**County of Accomack**, up to \$375,000 for a dock replacement at Greenbackville Harbor;

**Town of Chincoteague**, up to \$161,869 for the installation of a floating dock at the Curtis Merritt Harbor of Refuge;

**County of Gloucester**, up to \$112,000 for replacement of a pier at Aberdeen Creek;

**City of Newport News**, up to \$285,740 for the purchase and installation of a food quality ice vending machine at Menchville Marina; and

**County of Northampton**, up to \$40,500 for upgrades to the sanitary facilities at Willis Wharf and up to \$24,891 for the replacement of a deteriorated bulkhead at Morley’s Wharf Harbor.

The Harbor Committee has approved the FY24 project application of a reconfiguration of the boat slips at Robert Reed Park to make that facility more boat friendly and attract more long and short-term boating visitors to the downtown area.

**Student Government Day:**

The Town conducted Student Government Day on May 18<sup>th</sup>. Ten students from the Junior and Senior classes at Chincoteague High School participated in the event. The students filled the roles of all department heads including Town Manager, Chief of Police, EMS Director and Public Works Director as well as Mayor and Council Members and spent the day with their counterparts learning and experiencing their roles. The event was a true success with all students getting a taste of how their local government works and what it takes to govern at the local level.

At 4pm, the student council conducted their own Council meeting complete with public participation and reports from their staff.



**Maddox Traffic Signals:**

On May 20, VDOT changed the programming of our traffic signals to prioritize traffic flow on Maddox Blvd. The change was at the request of the Town. This was done last summer as well and seemed to help the traffic flow during peak times on Maddox Blvd. It also creates a dedicated left turn signal for cars turning left onto Main Street from Maddox.

Last week I requested that the Maddox prioritized programming be active only on weekends, Friday through Sunday and that the signals return to the winter mode Monday through Thursday to allow easier local traffic flow during the week. This was accomplished the same day by VDOT signal technicians and will remain in effect until the volume of traffic dictates a change.

**Financial Report:**

The financial summary indicates that all funds continue to accrue as expected. General fund revenues are higher than normal at this point in the year due mostly to Meals and TOT significantly exceeding their budgeted values. Expenses in Mosquito Control have started to catch up to the budgeted amount as the season gets started. The Harbor fund will be out of deficit once we make the transfer for the VPA grant local match.

Period Ending 05/31/2022		BUDGET VS. ACTUAL						
	BUDGET	FY21 MTD	FY22 MTD	FY21 YTD	FY22 YTD	VARIANCE	%	
<b>10 GENERAL FUND</b>								
<b>GENERAL FUND REVENUE TOTAL</b>	\$ 6,208,806.00	\$ 437,253.37	\$ 445,555.06	\$ 6,037,235.86	\$ 6,685,778.88	\$ 476,972.88	108%	
<b>GENERAL FUND EXPENSE TOTAL</b>	\$ 6,208,806.00	\$ 422,568.12	\$ 805,666.43	\$ 5,469,717.00	\$ 5,299,764.59	\$ 909,041.41	85%	
<b>GENERAL GOVERNMENT EXPENSE TOTAL</b>	\$ 1,391,430.00	\$ 115,785.08	\$ 70,000.11	\$ 1,714,744.24	\$ 1,223,531.48	\$ 167,898.52	88%	
<b>EMS EXPENSE TOTAL</b>	\$ 1,088,206.00	\$ 78,546.08	\$ 80,793.33	\$ 767,593.35	\$ 935,302.79	\$ 152,903.21	86%	
<b>PUBLIC WORKS EXPENSE TOTAL</b>	\$ 1,574,292.00	\$ 111,685.11	\$ 146,546.69	\$ 1,214,770.60	\$ 1,223,262.21	\$ 351,029.79	78%	
<b>MOSQUITO CONTROL EXPENSE TOTAL</b>	\$ 123,762.00	\$ 3,030.52	\$ 4,390.82	\$ 85,749.43	\$ 82,020.09	\$ 41,741.91	66%	
<b>ROADS EXPENSE TOTAL</b>	\$ 710,158.00	\$ 35,151.54	\$ 413,771.98	\$ 708,272.04	\$ 697,490.00	\$ 12,668.00	98%	
<b>POLICE EXPENSE TOTAL</b>	\$ 1,032,219.00	\$ 56,103.73	\$ 71,410.67	\$ 724,983.67	\$ 876,819.25	\$ 155,399.75	85%	
<b>DISPATCHERS EXPENSE TOTAL</b>	\$ 288,739.00	\$ 22,266.06	\$ 18,752.83	\$ 253,603.67	\$ 261,338.77	\$ 27,400.23	91%	
<b>30 CURTIS MERRITT HARBOR</b>								
<b>HARBOR REVENUE TOTAL</b>	\$ 635,495.00	\$ 23,823.23	\$ 33,699.27	\$ 463,717.17	\$ 536,300.38	\$ (99,194.62)	84%	
<b>HARBOR EXPENSE TOTAL</b>	\$ 635,495.00	\$ 29,027.19	\$ 171,797.12	\$ 459,371.59	\$ 692,199.69	\$ (56,704.69)	109%	
<b>70 TROLLEY</b>								
<b>TROLLEY REVENUE TOTAL</b>	\$ 86,014.00	\$ 5,897.00	\$ 29,260.87	\$ 60,219.00	\$ 60,675.19	\$ (25,338.81)	71%	
<b>TROLLEY EXPENSE TOTAL</b>	\$ 86,014.00	\$ 6,115.91	\$ 10,603.71	\$ 82,395.08	\$ 60,283.50	\$ 25,730.50	70%	
<b>80 WATER</b>								
<b>WATER REVENUE TOTAL</b>	\$ 1,023,500.00	\$ 77,402.32	\$ 73,976.99	\$ 933,238.52	\$ 970,151.77	\$ (53,348.23)	95%	
<b>WATER EXPENSE TOTAL</b>	\$ 1,023,500.00	\$ 92,076.96	\$ 33,754.07	\$ 788,103.84	\$ 608,319.80	\$ 415,180.20	59%	
<b>TOTAL REVENUES</b>	\$ 7,953,815.00	\$ 544,375.92	\$ 582,492.19	\$ 7,494,410.55	\$ 8,252,906.22	\$ 299,091.22	104%	
<b>TOTAL EXPENSES</b>	\$ 7,953,815.00	\$ 549,788.18	\$ 1,021,821.33	\$ 6,799,587.51	\$ 6,660,567.58	\$ 1,293,247.42	84%	
<b>Difference</b>					\$ (1,592,338.64)	\$ 1,592,338.64		



I am very pleased to announce that after a discussion with Senator Lewis on Wednesday, he confirmed that the required local match for our Army Corps of Engineers 3X3 inlet study was in the recently passed State budget. This means that we can now ask the ACOE to proceed with the study of our inlet which of course is necessary prior to recommending a solution to the current erosion problem. Thank you to Senator Lewis and Representative Bloxom for their hard work and persistence in securing these funds for the Town.





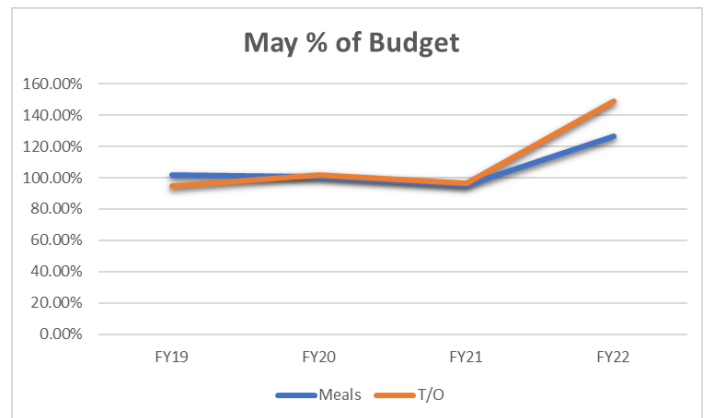
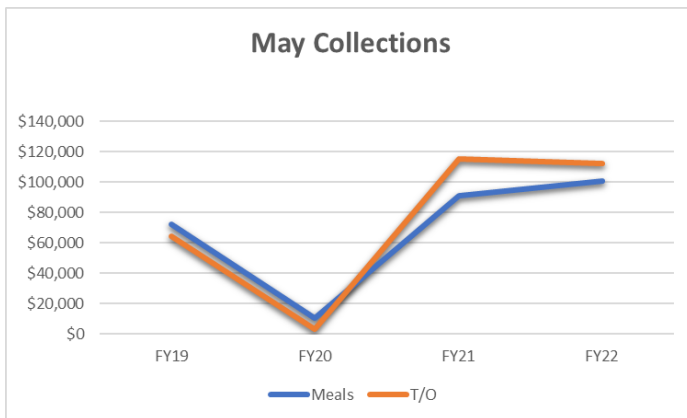
**Meals and TOT:**

The data in the table below represent collections for the month of May which reflect the level of business in Town for the month of April. Meals tax continues to be strong despite the labor shortage that nearly all restaurants are experiencing. TOT although respectable is still slightly behind last May's collections.

Figures shown are for accounts posted by 05-31-22.

Meals and TOT May (April Activity)					
May Collections			Fiscal Year		
Meals Tax	Tax Collected	3 year average	Budget	YTD	% of Budget
FY19	\$72,423	\$58,095	\$915,000	\$929,071	101.54%
FY20	\$10,678		\$900,000	\$903,611	100.40%
FY21	\$91,184		\$1,040,000	\$989,512	95.15%
FY22	\$100,591		\$1,000,000	\$1,267,634	126.76%
<b>Deviation from 3 yr. Meals Tax Avg.</b>		<b>\$42,496</b>			
T/O Tax	Tax Collected	3 year average	Annual Budget	YTD	% of Budget
FY19	\$64,240	\$61,003	\$1,200,000	\$1,137,589	94.80%
FY20	\$3,521		\$1,120,000	\$1,139,729	101.76%
FY21	\$115,247		\$1,450,000	\$1,399,653	96.53%
FY22*	\$112,353		\$1,400,000	\$2,080,764	148.63%
<b>Deviation from 3 yr. T/O Tax Avg.</b>		<b>\$51,350</b>			

\*Increase in T/O Tax from 4% to 5% effective 1-1-21



**Pony Penning:**

We conducted our first Pony Penning prep meeting since 2019 on May 20. ACPS has been contacted and has arranged school buses and drivers for swim day as well as July 4<sup>th</sup> fireworks and end of carnival fireworks on June 30. Although we have fewer staff to work with this year, we have reassigned positions and filled in the gaps using all available personnel. We also have a good number of first timers for the Town working the event and will depend heavily on the experience of our long-time employees.

**Building and Zoning**

From April 27, 2022, to May 27, 2022, the Building, and zoning Department issued Fifty-one building permits and conducted Ninety-four inspections.

- 17 Business License site visits
- Twenty zoning site visits
- Fifty-one building permit plans' reviews.
- One court appearance on summons that was issued last month
- Fifty-one office walk-ins for building and zoning questions.
- 5 Grass and weeds notices issued.
- Attended planning commission meeting
- The total value for the building cost of construction \$ 1,776,981.00
- The total building permit fees collected \$ 4,559.76

**Retirement:**

Let me take this opportunity to publicly announce the retirement of our roads supervisor Mr. Jeff Fitchett. Jeff's last day will be Friday June 17. He has been with the Town since February of 2009 and has served the Town well. We certainly wish Jeff and his family a happy and long retirement.

## CHINCOTEAGUE POLICE DEPARTMENT

Item 4.

### MONTHLY REPORT TO COUNCIL MAY 2022

The Chincoteague Police Department received 368 calls for service which resulted in 13 investigations of criminal offenses that included: 1 simple assault, 2 driving under the influence, 1 destruction of property, 1 hit & run, 1 trespassing, 1 fugitive from justice, 1 wire fraud, 3 petit larcenies, 1 credit card fraud and 1 fugitive from justice. There were 6 arrests with 5 charges as a result of these investigations.

The Department also responded to 3 animal complaints, 6 alarms, 11 suspicious activities, 6 civil problems, 9 control burn checks, 20 assisting other agencies and 9 welfare checks.

In addition, 158 security checks and 9 public service calls were conducted.

The Department issued 31 citation and 14 warning tickets.

In support of the Fish and Wildlife Service in Virginia (Assateague) the department dispatched 1 accident, 1 alarm, 1 animal complaint and 9 traffic stops.

On May 3 thru 6, 2022, Inv. Barnes attended First Line Supervisor Training offered by the Va, Chief's of Police Association.

On May 6 and 7, 2022, the department provided overnight security for the Chincoteague Chamber of Commerce Seafood Festival Friday night and assisted on Saturday with traffic control, parking and security during the festival.

On May 11, 2022, the department along with the CVFC and Chincoteague EMS conducted a mock traffic accident for the CHS Prom attendees.

On May 13, 2022, Chief Fisher and SRO John Carmody assisted with the Prom and After Prom Party.

On May 16-19, 2022, Sgt. Adams attended the first part of the Law Enforcement Leadership Institute at Christopher Newport University.

On May 18, 2022, the department participated with all Town departments for Student Government Day for CHS students.

On May 24, 2022, Chief Fisher attended a meeting at USCG Base with CVFC, Chincoteague EMS, US Fish and Wildlife and Va. Marine Police for Pony Penning preparation.

On May 25, 2022, Chief Fisher presented scholarships to Lindsay Bailey, Emma Jackson and Megan Horner at the CHS Senior Awards Program.

On May 26, 2022, Inv. Barnes attended on- line training for Revive! Train the Trainer offered by the Va. Association of Chief's of Police.







May 2022  
Public Works Update

**Brianna's Kindness Park**

The exterior of the public restroom building was completed last week. The plumbing, electric and HVAC are ongoing.



The slab for the pavilion has been completed and we have also begun erecting the steel for this structure. Depending on our maintenance workload during our busy season, we hope to have it completed within 2 weeks.





The DJA Activity Center pickleball courts and parking lot were prepped and paved after 3 weather delays. have closed the area to traffic to allow time for the pavement to cure so that the court surface can be applied.



During the 2<sup>nd</sup> week in May, all of the park plantings arrived and were installed by Public Works Crews







**Spring Paving:**

Branscome has completed all spring paving work including Ridge Rd. Division Street and Main Street including pavement markings.

**Memorial Park:**

On May 31, the contractor began the tennis court resurfacing project at Memorial Park. This project begins with a thorough cleaning of the surface, filling of all the cracks, sealing and repainting of the playing lines and installation of new nets. This work also includes the same operations on the adjacent basketball courts.



Once the tennis courts are completed, the same contractor will layout and construct new pickleball courts at the DJA Center adjacent to Brianna's Kindness Park. Another Contractor will then reinstall the fencing around the courts and we will layout and paint parking spaces at for the gym.

**Water Line Damage:**

On Thursday May 5, a contractor boring a communications cable across Maddox Blvd near the Corner Mart bored directly through a 6" water main. Public Works Crews responded and were able to repair the line without replacing the pipe. All affected property owners and businesses were notified immediately of the emergency outage by the Town office. The repair outage lasted just over 3 hours.

The water leak caused extensive damage to the road base and concrete gutter. A few days later public works crews removed the damaged pavement, installed and compacted new base material. Since Branscome had not yet completed the spring paving project, we asked them to pave the repair area. They completed this work on May 16th and the road was reopened without restriction.





Damage Discovered:



Excavating the damaged pipe





Saw cutting the damaged pavement



Placing and compacting new base material



Completed repair.

I have contacted Spectrum and their subcontractors to make them aware of the extent of the damage and their obligation to reimburse the Town for all costs associated with the repair. Their subcontractor has acknowledged responsibility and agreed to cover all costs.

**Regular Maintenance:**

- Graded/filled Ocean Breeze roads.
- Cut all cemeteries
- Performed set up for several events at the Chincoteague Center
- Performed routine equipment, park and office complex maintenance.
- Performed routine pavement repair, weed control and traffic control device maintenance.
- Performed routine water supply, distribution and repair.
- Began regular evening mosquito spaying of the entire island.
- Performed vehicle service and repair.



## **TOWN OF CHINCOTEAGUE EMERGENCY SERVICES MONTHLY REPORT**

### **EMERGENCY MEDICAL SERVICES DIVISION**

**Reporting Period:** 05/01/2022 – 05/31/2022

#### **TOTAL EMS RESPONSES: 98**

(3 MORE THAN IN SAME PERIOD 2021): 95

ADVANCED LIFE SUPPORT: **40**

BASIC LIFE SUPPORT: **32**

OTHER: **25** (Fire Stand-by, Public Assist Calls, etc.)

HAZMAT: **1**

### **COMMUNITY SERVICE**

#### **BP SCREENINGS**

Six BP screenings were conducted at the station this month.

### **PLANNING**

#### **SEAFOOD FESTIVAL**

EMS was requested for standby at the last minute and we were able to rise to the challenge. (EMS Week Theme). A staffed ambulance was detailed to the event for first-aid and emergency situations.

#### **PROM MOCK MVC**

Two staff members and an ambulance participated in the mock crash held at CHS with the intention to deter prom drinking and driving.

#### **STUDENT GOVERNMENT DAY**

Planned activities for student government day which allowed the student selected as the Director of Emergency Services to be immersed in EMS and emergency management activities. The student was given the opportunity to learn about the delivery of fire and EMS services, budgeting and scheduling. Later we moved to emergency management planning with the intent to mitigate disasters. The one-on-one time ended with the student operating an ambulance and fire engine in the back parking lot of the Center. The day finished with the student giving a report to the student Council on his activities of the day as well as a monthly response report.

#### **CHINCOTEAGUE COMBINED SCHOOL**

EMS was requested to standby at the softball regional game held at Chincoteague Combined School.

### **LOGISTICS**

#### **CPR**

Paramedic Drewer conducted a CPR class for the new Public Works employees. The rest of the department is still valid and will do their recertification in the fall. Police department CPR recertifications will start in June.

### **FULL-TIME**

We had one current employee from the part-time pool of the department who expressed interest in the full-time paramedic position which was created by a full-time employee leaving employment. Paramedic Sam Richardson will be moving from part-time employment to full-time employment on May 29, 2022.

### **TRAINING**

#### **CONTINUING EDUCATION**

Staff participated in special water rescue training held at the Refuge pool, taught by Lifeguard Instructor Flynn Klinefeller. Staff participated in numerous scenarios and entered the pool in full uniform as they would during actual events. We thank the Refuge and Mr. Klinefeller for making this specialty training a success.

#### **SHIFT TRAINING**

Staff received the monthly required four hours of continuing education through the weekly shift training program this month due to the special training held on the regular training day. Training was verified through a required written quiz for each member.

### **EMERGENCY MANAGEMENT DIVISION**

- Daily weather and Covid-19 monitoring are ongoing.
- Weather briefings sent to Council and department heads.
- Virtual EOC stand-up for the May Nor' Easter
- Participated in the NASA monthly Range Schedule Working Group.
- Adopted resolution for The Regional Hazard Mitigation Plan sent to be filed with ANPDC and FEMA.
- Participated in the annual CHS Student Government Day
- The planning continues for the two scheduled fireworks shows scheduled for July 4 with a rain date July 5 and July 30 with a rain date August 1
- The planning continues for the Pony Penning Week activities beginning with the beach walk Monday, July 25 and through to the swim back on July 29
- Participated in testing with ES 911, VDEM and VSP communication methods to work on the issue identified in the AAR from the NG-17 launch. The 911 Director VDEM and the State Police worked on the antenna on our tower and used various portable antennas and repeaters around the area (island/mainland) to obtain better interoperability during launches. The testing occurred May 9 and May 10. Results were less than expected and needed so there will be additional planning and testing to try and achieve the desired results.
- Continued monthly Covid-19 conference call with VDEM and VDH.
- Maintained weekly situational awareness with Accomack County, Northampton County, VDH, VDEM, FEMA and Joint Information Center.

**Public Works Committee Meeting  
May 3, 2022  
Council Chambers  
Minutes**

**Members Present:**

Mrs. Ellen Richardson, Chairperson  
Mr. Arthur Leonard, Mayor

**Absent:**

Mr. Chris Bott, Vice Mayor

**Staff Present:**

Mr. Michael T. Tolbert, Town Manager

**Call to Order**

Chairperson Richardson called the meeting to order at 5:00 p.m.

**Public Participation**

There was none.

**Agenda Adoption**

**Mayor Leonard motioned, seconded by Councilwoman Richardson to adopt the agenda as presented. All present were in favor and the motion was carried.**

**Progress of Spring Paving Operations**

Town Manager Tolbert reported that the spring paving operations are complete for roads. He advised that the only paving left to be done is one patch on Wayne Road and Ridge Road. He advised striping is complete. He stated that the only other paving to be done is at the Amrien gym parking lot which will be done Friday. They have notified the company who will do the sealing and have ordered the materials. They advised they will be here in about 2 weeks to do the pickleball, tennis, and basketball courts at the same time.

There was discussion about markings on the courts.

**Schedule for Tennis Court Resurfacing**

Discussed above.

**Schedule for Completion of Brianna's Kindness Park**

Town Manager Tolbert reviewed the list of items that needed to be done to complete the restrooms. He advised they still have grading to do, the plants have arrived, and the chess table has been delivered. He added that Public Works is getting busy, and they will complete the rest of the work as time allows.

**Update on Memorial Park Boat Ramp Reconstruction Project**

Town Manager Tolbert reviewed the proposed project with changes. The permit was completed, and will be submitted to the engineer. He hopes to get a good price on this and have the construction done by the end of the summer.



Mayor Leonard asked about the demolition of the concrete.

Town Manager Tolbert advised they will include demolition in the contract.

### **Upcoming Public Works Projects**

Town Manager Tolbert advised that other than Brianna's Kindness Park they don't have any other projects on the board. Public Works is getting ready for Pony Penning, cemetery grass cutting, installation of the pavilion at the Brianna's Kindness Park, replacing the filter media at the water plant on Willow Street, they are installing banners which has increased 60% from last year. They are also preparing to repaint curbs, conducting weed killer operations, grass cutting along the sides of the roads, the tie-in on Wayne Road, and paving the pickleball court. He advised he spoke with Raven's Marine who sent a copy of their float supplier and should have the floats next week. He was advised it takes 2 weeks to prepare and ship. He contacted the Virginia Port Authority, and they secured the money to be carried over to next year.

Mrs. Kathy Michaelian commented on how excited she is for the pickleball courts.

Councilwoman Richardson asked about potential parking near the restroom and exercise equipment.

Town Manager Tolbert stated that there is enough room for head-in parking there. There was further discussion.

Councilwoman Richardson also advised of complaints about speed in that area.

Town Manager Tolbert reported that the fence is up around the soccer field, and goals installed.

They discussed lighting, surveillance at the Brianna's Kindness Park, and vandalism.

### **Committee Member Comments**

Mayor Leonard asked to have Public Works paint the new sign poles to match. He feels that painting the pole and backs of the signs makes it look professional.

### **Adjournment**

**Mayor Leonard motioned, seconded by Councilwoman Richardson to adjourn.  
Unanimously approved.**

**ARPA PROJECT  
SELECTION COMMITTEE  
Meeting Minutes  
May 04, 2022**

**Members Present:**

J. Arthur Leonard, Mayor  
Chris Bott, Vice Mayor  
Denise Bowden, Councilwoman  
James M. West

**Members Absent:**

John H. Tarr

**Staff Present:**

Michael T. Tolbert, Town Manager

**Others Present:****Call to Order**

Mayor Leonard called the meeting to order.

**Public Comment**

There was none.

**Agenda Adoption**

**Councilwoman Bowden motioned, seconded by Vice Mayor Bott to adopt the agenda as presented. Unanimously approved.**

**Review of ARPA Nonprofit Rules**

Town Manager Tolbert explained the Nonprofit rules for ARPA. He advised the Treasury decided to give a standard allowance for lost revenue. He explained the calculator and formula the Treasury gives and has determined a standard allowance of \$10 million. He explained further that the Town could count all shortfalls as loss of revenue which opens the door to use for anything as a normal government function. He added that purchasing police cars is a normal government function, the compressor they just purchased along with the Cropper Street project. He further reviewed the non-profit guidelines.

Councilwoman Bowden asked if they are allowed to give to non-profits that are not in this locality.

Town Manager Tolbert hasn't seen anything that would prevent the Town from doing that. He stated that the question is, can a nonprofit receive more funds than they can actually show as a loss. He added that no one he has talked with can answer this question. It is up to the NEU to read the guidelines and decide whether they want to do this. He mentioned that when they come in to audit the ARPA funds, it's up to the Town to prove it was done correctly. He also added that the first answer from this question is they don't think so. He stated that the Town cannot use more funds than they receive under loss of revenue. He further explained that if a nonprofit receives funding from

several different sources and all of those sources are under loss revenue, could they total more than the allowance, and the response was they do not think so. Whatever grant or loan that is given has to be appropriate and measurable. You cannot give something that is disproportionate to what your able.

Councilwoman Bowden also asked about the donation to the ESCADV. She read the request from ESCADV to the other townships in the county. She asked if they qualify because they're doing something new.

Town Manager Tolbert responded that it would fall under the capital improvement, and he hasn't seen capital improvements addressed in the guidance for nonprofits or businesses. In the Interim Final Rule, stated that if there was a capital improvement that was budgeted and scrubbed, you could use the ARPA money for that capital improvement project. However, this doesn't apply because this is a new project.

Mr. Landsberger interjected that in their case they lost shelters because they couldn't modify the structure to allow social distancing.

Town Manager Tolbert advised he has seen this as it applies to nonprofits to the primary recipients but not to sub-recipients. He added that the Final Rule states that it will not contradict any guidance that is in the Interim.

### **Review of Current Approved ARPA Funded Projects**

Town Manager Tolbert showed the approved projects.

### **Consider ESCADV Request**

Mr. David Landsberger, read the letter he presented to Council for the Eastern Coalition Against Domestic Violence requesting funding assistance to build a shelter, and advocacy office called Hope Harbor. He gave the total cost of the project; the work began last fall, and they hope to be done next winter. He explained the guidelines for ARPA expenses and the services Hope Harbor will provide. He hopes they consider investing in this project. He stated they will have outreach projects to be a resource for the service area.

Ms. Shelly, the ESCADV Director, advised approximately 10% of their clients come from Chincoteague. They have partnerships with the hotels on the Island for shelters. They hope to extend training to the local hotels and restaurants as well. She read information on domestic violence and the stay-at-home orders, which may have reduced the ability of individuals of domestic violence to access services. She also read a portion of the ARPA guidelines they fell pertains to this facility. She explained that when they were locked down, they had a tiny facility housing 16 people in less than 1,000 square feet and was not possible with COVID mitigations. They want to be able to provide these services in future situations. The new shelter will have communal space with family privacy.

Ms. Jenny Parker, advised she grew up about 15 miles away from here and considers Chincoteague her home away from here. She asked Council to consider a donation for

this purpose. She explained that victims of domestic violence need a place to find refuge and the courage to start over again.

Mr. Landsberger, advised that Accomack and Northampton have contributed.

Mr. West asked if they were 50% of the target.

Mr. Landsberger responded that between the pledges and donations, they are. He advised the facility has been purchased and they have enough money to finish the 1<sup>st</sup> building. He commented further on the plans and the current facility.

Mr. West asked if there have been other requests from nonprofits.

Town Manager West advised he has received nothing official.

Councilwoman Bowden asked if they were going to have an application process as they have done before.

Town Manager Tolbert advised they would.

#### **Committee Member Comments**

There was none.

#### **Closed Meeting**

**Closed Meeting pursuant to §2.2-3711 A,5 of the Code of Virginia for discussion of potential business opportunities.**

**Mr. West motioned, seconded by Councilwoman Bowden to go into a closed meeting pursuant to §2.2-3711 A,5 of the Code of Virginia for discussion of potential business opportunities. Unanimously approved.**

**Certification of Closed Meeting in Accordance with §2.2-3712(D) of the Code of Virginia.**

**Mr. West motioned, seconded by Councilwoman Bowden to certify that to the best of each Committee 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.**

**Unanimously approved.**

#### **Adjournment**

**Mr. West motioned, seconded by Councilwoman Bowden to adjourn. Unanimously approved.**

**MINUTES OF THE MAY 10, 2022  
BUDGET AND PERSONNEL COMMITTEE MEETING  
Council Chambers**

**Members Present:**

Mr. Christopher Bott, Chairman  
Mr. Arthur Leonard, Mayor  
Ms. Denise Bowden, Councilwoman

**Members Absent:****Others Present:**

Ellen Richardson, Councilwoman

**Staff Present:**

Michael T. Tolbert, Town Manager

**Call to Order**

Chairman Bott called the meeting to order at 7:00 p.m.

**Public Comment**

There was none.

**Agenda Adoption**

**Councilwoman Bowden, seconded by Mayor Leonard to adopt the agenda as presented. Unanimously approved.**

**Review of Proposed FY22 Budget Compliance**

Town Manager Tolbert reviewed the Budget Compliance Memo and the 3<sup>rd</sup> quarter estimate. He stated that this is projections based on the end of March. He also stated that the Transient Occupancy Taxes have done well this year. He explained they are increasing expenses to reseal the tennis, basketball, and pickleball courts, along with the Amrien Center parking lot. They have deferred the Cropper Street waterline project to the fall. He advised the surplus also includes the 2<sup>nd</sup> payment of the ARPA funding. He advised of the staff recommendation of the surplus which is to replace funds in the reserve accounts for: Beach, Recreation, and Tourism Reserve, Boat Ramp Reserve, Property Acquisition Reserve, and Park Equipment Reserve.

He asked the Committee to rename the Playground Equipment fund to Park Equipment fund.

Vice Mayor Bott advised he asked Town Manager Tolbert to create a plan for the surplus and it's up to the Committee to approve it. He stated that Town Manager Tolbert has done a good job.

Councilwoman Bowden likes this and agrees with renaming the account and bringing the property acquisition balance up.

Vice Mayor Bott asked if the surplus would be reallocated at the end of the fiscal year.

Town Manager Tolbert advised it can be reallocated at any time before the end of the fiscal year.

There was further discussion.

**Councilwoman Bowden motioned, seconded by Mayor Leonard to rename the Playground Equipment Reserve to Park Equipment Reserve. Unanimously approved.**

**Mayor Leonard motioned, seconded by Councilwoman Bowden to approve the reallocation of surplus to the designated accounts presented.**

### **Consider FY22 Budget Amendment**

Town Manager Tolbert reviewed the FY22 Draft Budget Amendment. He advised that the State Code has specific guidelines for the budget. He explained the detailed list of revenues and expenditures that are over or will be over 1% or greater by the end of the fiscal year. He advised that if the Committee approves the FY22 Budget Amendment, it will go in the paper Friday, advertising it for 7 days and then a public hearing can be held at the workshop meeting. He added that unlike the budget, the amendment approval can be at the same meeting of the public hearing. The Code also allows a summary of each fund for advertisement.

Vice Mayor asked for an asterisk with a statement reminding that part of the surplus is from ARPA funds.

**Councilwoman Bowden motioned, seconded by Mayor Leonard to approve the FY22 Budget Amendment advertisement. Unanimously approved.**

### **Committee Members Comments**

There were none.

### **Closed Meeting**

**Closed Meeting pursuant to §2.2-3711 A,1 of the Code of Virginia for discussion of specific personnel issues.**

**Mayor Leonard motioned, seconded by Councilwoman Bowden to go into a closed meeting pursuant to §2.2-3711 A,1 of the Code of Virginia for discussion of specific personnel issues. Unanimously approved.**

**Certification of Closed Meeting in Accordance with §2.2-3712(D) of the Code of Virginia.**

**Mayor Leonard motioned, seconded by Councilwoman Bowden to certify that to the best of each Committee 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.**

**Unanimously approved.**

### **Adjournment**

**Mayor Leonard motioned, seconded by Councilwoman Bowden to adjourn the meeting. Unanimously approved.**



**MINUTES OF THE  
PLANNING COMMISSION MEETING  
TOWN OF CHINCOTEAGUE, VIRGINIA  
MAY 10, 2022 - 7:00 P.M. – Council Chambers**

**Commission Members Present:**

Mr. Ray Rosenberger, Chairman  
Mr. William T. McComb, Jr. Councilman  
Mr. David Britton  
Mrs. Mollie Cherrix  
Mr. Michael Dendler  
Mr. Robert Shendock

**Commission Members Absent:**

Mr. Steve Katsetos

**Others Present:****Staff Present:**

Mr. Mark Bowden, Building and Zoning Administrator

**Call to Order**

Chairman Rosenberger called the meeting to order at 7:00 p.m.

**Invocation**

Chairman Rosenberger offered the invocation.

**Pledge of Allegiance**

Chairman Rosenberger led in the Pledge of Allegiance.

**Public Participation**

There was none.

**Agenda Review/Disclosures**

**Mr. Shendock motioned, seconded by Mr. Britton to approve the agenda as presented. All present were in favor and the motion was carried.**

**Approval of the March 8<sup>th</sup>, 2022, Regular Meeting Minutes**

**Councilman McComb motioned, seconded by Mr. Shendock to approve the minutes of the March 8<sup>th</sup>, 2022, meeting as presented. All present were in favor and the motion was carried.**

**Review Chapter 4 Economic Comprehensive Plan**

The Commission reviewed Chapter 4, Economic Comprehensive Plan. Chairman Rosenberger ask Mr. Shendock gave a brief overview of the Economic Comprehensive Plan. The Commission will review each section at the next meeting.

**Survey Development**

There was lengthy discussion and the Commission agreed to put this item back on the agenda for the June meeting.

**Commission Members Announcements or Comments**

Mr. Bowden ask the Commission to think about the placement of food trucks and the need for more parking, restrooms, and outdoor seating restrictions.

Mr Britton suggested watching this over the summer and make recommendations at a later time.

**Adjourn**

**Mr. Shendock motioned, seconded by Councilman McComb to adjourn. All present were in favor and the motion was carried.**

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Chairman, Mr. Ray Rosenberger

**MINUTES OF THE MAY 25, 2022  
RECREATION & COMMUNITY ENHANCEMENT  
COMMITTEE MEETING  
Council Chambers**

**Members Present:**

Mr. Gene Wayne Taylor, Chairman  
Ms. Donna Leonard  
Mr. Jay Savage, Councilman

**Members Absent:**

Mr. Chris Bott, Vice Mayor  
Mrs. Mollie Cherrix

**Council and Staff Present:**

Michael T. Tolbert, Town Manager

**Call to Order**

Chairman Taylor called the meeting to order at 5:00 p.m.

**Public Comment**

Chairman Taylor opened the public comment.

**Agenda Adoption**

**Councilman Savage motioned, seconded by Ms. Leonard to adopt the agenda as presented. All present were in favor and the motion was carried.**

**Dog Park Shade**

Councilman Taylor suggested they add discussion regarding shading at Brianna's Park and the Dog Park. He stated that they can do 3) 6' x 6' shades at the Dog Park. He prefers anything that doesn't have a pole that would be placed inside the Dog Park. There was further discussion as to placement.

Ms. Leonard also suggested adding bench seating at the Brianna's Kindness Park. She also stated that the Library Board has approved the Lending Library.

They continued with the discussion of placement and type of the shade structure at the Brianna's Kindness Park. They further discussed the Lending Library and possibly having the Public Works staff make it.

**Surveillance Cameras**

Councilman Taylor stated that they need cameras at the Brianna's Kindness Park, the Robert N. Reed Park, and Veterans' Memorial Park.

Town Manager Tolbert advised they received a quote for all parks as a package, which includes, the Harbor, Robert Reed Park, Brianna's Park, including the Amrien gym, Memorial Park, and the Municipal Center. He explained further the number of cameras for each facility. He advised

it is expensive and suggested doing this in phases. He also stated that the Public Safety Committee could review this. Discussion continued.

Councilman Savage asked about the different types of panning for the cameras.

There was further discussion about types of cameras and monitoring to eliminate problems.

### **License Plate Readers**

Councilman Taylor feels that license plate readers should fall under Public Safety as well.

Town Manager Tolbert advised he and Chief Fisher has looked into this and the units are inexpensive, however there is a maintenance fee of \$5,000 per year. He explained how the license plate reader was created. He advised that if you're looking for a specific type and color of vehicle, it will alert you.

### **Mariner's Point Restrictions**

#### **Committee Member Comments/Other Discussion**

Councilman Taylor stated they have a tremendous open space at Memorial Park in the ballfield. He expressed the need for open space and gave an example of a helicopter landing area. He suggested adding football goal posts and soccer goals on the baseball field. He added that this would create more uses of the open space. There was brief discussion as to where to put in a beach volleyball court at Memorial Park. They also want better maintenance of the ballfield.

Ms. Leonard suggested a yoga sling. She feels it may entice the teens.

Councilman Taylor asked for signage to keep bicycles and scooters off the tennis, basketball, and pickleball courts. He asked if the Town would spend money to level the ballfield and install the beach volleyball court. There was further discussion about what upgrades and changes they could make to Memorial Park, and the current use.

Councilman Taylor also asked Town Manager Tolbert to look into rubber flooring at the Amrien Center gym.

Ms. Leonard mentioned the e-scooters and e-bikes and feels Chief Fisher should have a presentation at the schools about the rules of the road.

Town Manager Tolbert advised the Chief Fisher has already talked to the principal at the high school about this.

Councilman Savage suggested including a flyer as well. There were further comments.

Ms. Leonard asked about the status of the restrooms at the Chamber of Commerce circle.

Town Manager Tolbert responded the Town has applied for a \$100,000 grant and will hear this year if they will be a recipient. There was brief discussion.

**Adjournment**

**Councilman Savage, seconded by Ms. Leonard to adjourn the meeting. All present were in favor and the motion was carried.**

**MINUTES OF THE MAY 02, 2022  
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. Robby Fisher, Police Chief  
Mr. E. Bryan Rush, Emergency Management Coordinator

**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.

**Agenda Adoption**

**Councilwoman Richardson, seconded by Councilwoman Bowden to adopt the agenda as presented. Unanimously approved.**

**Presentation by Team Brianna**

Ms. Donna Leonard advised Ms. Cindy Faith presented the Recreation and Community Enhancement Committee with a check in the amount of \$48,602.76 for the Brianna's Kindness Park. She advised there have been many donors and their fundraising efforts have come to an end. As the Brianna's Kindness Park is still in the process for completion, she asked that this donation be earmarked for projects that have already been discussed by the RCEC. She listed: the addition of shades, planning of the hangout section, and making a handicapped accessible area on the playground. She also stated that if the need comes up in the future, they will be happy to step up to the plate. Ms. Leonard stated that the Town has done a tremendous job on this project as it is a tremendous asset to this community,

**Public Comment**

Town Manager Tolbert read the rules for public comment.

- Mrs. Pat Farley, 3243 Lisa's Lane, approached Council regarding murals. She explained



that she has been involved in art for many years. She asked Council to think of ways to bureaucratize the process to review murals, where they go, what the content is, and what materials are used. She advised she sent a current list of the process of approving all public art from Pittsburg. She feels it is a blueprint for the process. She commented that the Island is full of artist but there isn't a lot of art in the public realm. She also stated that the mural in Watson Park wasn't preapproved and done by the CCA. She offered copies of the documents she discussed. She also offered her assistance.

## **Staff Reports**

### **General Government**

Town Manager Tolbert reported on the GAC Plant testing. He advised that NASA wants the Town to move the wells off of their property and have written legislation to give the Town a sum of money for this. The Town purchased property just south of Wallops for this purpose. The legislation is before Congress and is at a point they can make changes to the language. They plan to ask for more time as they were advised by a geologist that 5 years is not enough time to do what they need to do. They would also like to look into a R. O. Plan (reverse osmosis plan).

Councilwoman Bowden stated that they are in talks about the language of the bill for \$14 million for the relocation of the wells. She asked if that would be enough and stated that in 5 years it could be \$20 million.

Town Manager Tolbert briefly quoted the amounts for each component of the relocation of the wells. He also reviewed the marijuana legislation passed that had a recommit clause in it and at this time it does not allow a municipality to mirror or create ordinances for this. He continued with the financial report, meals and transient occupancy taxes, building permits, and business licenses. Town Manager Tolbert advised that Public Works Director, Mr. Harvey Spurlock has retired from the Town. He wished Mr. Spurlock well and advised he will continue his career at the Wallops Flight Facility. The Public Works Director and Civic Center positions have been advertised on the Town's website, VML, and newspaper, with a closing date of June 1<sup>st</sup>.

Vice Mayor Bott asked about the transient occupancy tax from VRBO and reporting issues.

Town Manager Tolbert advised there is a problem. They send the tax but are not obligated to send a report with information of who the tax is for. Everyone in the state is having the same problem. He understands that there is a proposed law in this term that corrects this to give the information on the owners. They have asked owners to print the report from VRBO and submit it to the Town. He hopes the new law will come into play by the fall and they will send a report with the payment.

### **Police Department**

Chief Fisher gave a couple of corrections to the monthly report. He advised the full-time dispatchers completed training in crisis intervention. Major Greenly is attending the FBI National Academy which is for 10 weeks. They have a new patrolman, Mr. Todd Matthews. They assisted the NALL with their opening day parade. The full-time dispatchers completed Crisis Intervention training.

Councilwoman Bowden asked for the law regarding e-bikes.

Chief Fisher advised that the Virginia state law states that on a state highway, 14 years and under must have someone 18 years old accompany them as they are riding. He added that this is for e-bikes and electric scooters.

Councilwoman Bowden asked if helmets were required.

Chief Fisher advised they are not required to have helmets.

Councilwoman Bowden stated that she is hearing a lot of chatter about the kids that are riding them are zigzagging in and out of traffic.

Chief Fisher feels that's why it's in the Virginia state law.

### Public Works Department

Town Manager Tolbert reported on the Brianna's Kindness Park, the sidewalks are completed, the restrooms are nearing completion, and the pad for the pavilion is completed. Paving operations are completed except for some striping. The stormwater grates have been adjusted to accommodate the additional asphalt, and prep work of the parking lot and pickleball courts at the Amrien Center has been done. Once this is completed the pickleball courts will be laid out and striped. He reported that the old firehouse now has a new stair chair, they will soon have all spaces rented in the firehouse, and installation of the new fuel system has been completed at the Harbor. He reported on the huge list of brush collection. He added that they should remind folks that the limit of brush collection is 1 pickup truck load per property. He continued that they have graded some of the Ocean Breeze roads, and routine equipment, park and office complex maintenance has been done, along with water supply and 14 new services. Larvaciding continues, resurfacing of the tennis and basketball courts will begin in a few weeks. Town Manager Tolbert stated that the Pickleball Association was informed that the Town did not plan to have the pickleball courts sealed and they are willing to donate the funds to have it sealed.

There was brief discussion about the utility charges included in the firehouse rent.

### Emergency Services

Emergency Management Coordinator Rush updated the stats for April. He reviewed pictures of an accident on RT 13 that Chincoteague EMS responded to and were 1<sup>st</sup> on the scene coming back from another call. He reported that EMS Supervisor Barrs went through ICS400 in Chesapeake last week. EMS is busy and continuing weather and COVID monitoring, after action of the airplane crash, fireworks and pony penning planning, and the upcoming rocket launch August 15<sup>th</sup>. He stated that Chapter 13 of the Hazard Mitigation Plan is on the agenda for adoption later in the meeting. Also, this evening the recognition of Hurricane Preparedness Week, May 1<sup>st</sup> – 7<sup>th</sup>. He stated that you need to know your risk, evacuation plan, plan for your pets, assembling disaster supplies; food and water for 3-5 days, medication, cash, battery operated radios, insurance review, strengthen your homes, secure outdoor items, help your neighbors, and have a written plan. He stated that a written plan should include a contact list with one contact outside the impact area. He stated that you should have all your family

members contact that person. He reported on COVID numbers which is on the rise. He also encouraged everyone to get vaccinated.

**Committee Reports**

**Harbor Committee**

Mayor Leonard reported that they discussed the boat ramp at Memorial Park adding that they have preliminary drawings.

Town Manager Tolbert advised the engineer is working on the changes from the comments.

Mayor Leonard advised as soon as they get the drawings they will begin without delay. The Committee also discussed moving the wood pier for the floating dock. They’re waiting for Raven’s Marine to get them in. He stated that they should postpone the installation until fall as boating is getting busy. He advised that Memorial Park boat ramp is usable for smaller boats. The fuel systems have been replaced.

There was discussion about a temporary caution sign at the Memorial Park boat ramp.

**Adoption of the Minutes of the April 4<sup>th</sup> and 21<sup>st</sup> Council Meetings**

**Councilwoman Bowden motioned, seconded by Councilwoman Richardson to adopt the minutes of the April 4<sup>th</sup> and April 21<sup>st</sup> Council meetings as. Unanimously approved.**

**FY23 Proposed Budget Presentation**

Town Manager Tolbert conducted a full FY23 Budget presentation. He explained the individual departments, and services. He also reviewed and explained the funds of each department. He explained that each of the 5 funds have to balance independently. He advised of the budget process that begins in November. He advised of the advertising requirements and public hearing. He highlighted the FY23 Budget revenues, expenses, capital improvements, and he also summarized the budget by fund. He continued highlighting the revenues by fund. He compared the budgets and explained the budget amendment process. Town Manager Tolbert reviewed the long-term savings and reserve accounts. He listed the FY23 capital improvement projects, equipment, vehicles, bond payments, water filters, finger piers, the Center upgrades and maintenance.

There was brief discussion regarding changing local banks regularly, the Center’s kitchen and possible upgrades.

Councilwoman Bowden thanked Town Manager Tolbert for the review which helped in understanding the whole picture of the Town’s budget.

REVENUES		EXPENDITURES	
<b>GENERAL FUND</b>		<b>GENERAL FUND</b>	
GENERAL PROPERTY TAXES	\$ 897,307	GENERAL GOVERNMENT	
OTHER LOCAL TAXES	\$ 3,485,500	SALARIES & BENEFITS	\$ 600,198
PERMITS, FEES & LICENSES	\$ 316,392	EXPENSES	\$ 1,289,023
FINES	\$ 22,850	CAPITAL IMPROVEMENTS	\$ 14,183

INTEREST	\$	12,000	EMERGENCY SERVICES		
LAND USE/RENT	\$	33,973	SALARIES & BENEFITS	\$	1,132,926
SERVICES	\$	12,500	EXPENSES	\$	65,300
MISCELLANEOUS	\$	212,946	PUBLIC WORKS (INCL MOSQUITO CTRL)		
GRANTS	\$	1,354,179	SALARIES & BENEFITS	\$	566,369
SOLID WASTE	\$	416,500	EXPENSES	\$	678,750
FUND TRANSFERS	\$	115,000	CAPITAL IMPROVEMENTS	\$	255,000
			ROADS DIVISION		
			SALARIES & BENEFITS	\$	173,722
			EXPENSES	\$	569,000
			POLICE DEPARTMENT (INCL DISPATCH)		
			SALARIES & BENEFITS	\$	1,289,876
			EXPENSES	\$	185,300
			CAPITAL IMPROVEMENTS	\$	59,500
<b>TOTAL GENERAL FUND REVENUE</b>			<b>TOTAL GENERAL FUND EXPENSES</b>		
	\$	<b>6,879,147</b>		\$	<b>6,879,147</b>
<b>HARBOR FUND</b>			<b>HARBOR FUND</b>		
HARBOR RENT/SUBLEASE/STORAGE	\$	162,500	HARBOR SALARIES & BENEFITS	\$	63,349
HARBOR INTEREST/MISC	\$	800	EXPENSES	\$	400,500
FUEL REVENUE	\$	375,000	CAPITAL IMPROVEMENTS	\$	671,424
VA PORT AUTHORITY GRANT	\$	201,166			
TRANSFER FR GENERAL FUND	\$	395,807			
<b>TOTAL HARBOR REVENUE</b>			<b>TOTAL HARBOR EXPENSES</b>		
	\$	<b>1,135,273</b>		\$	<b>1,135,273</b>
<b>TROLLEY FUND</b>			<b>TROLLEY FUND</b>		
TROLLEY GRANTS	\$	233,233	TROLLEY SALARIES & BENEFITS	\$	48,152
PROGRAM INCOME	\$	4,000	EXPENSES	\$	49,000
TRANSFER FROM GENERAL FUND	\$	25,419	CAPITAL IMPROVEMENTS	\$	165,500
<b>TOTAL TROLLEY REVENUE</b>			<b>TOTAL TROLLEY EXPENSES</b>		
	\$	<b>262,652</b>		\$	<b>262,652</b>
<b>WATER FUND</b>			<b>WATER FUND</b>		
WATER RENT/SERVICE	\$	966,000	WATER SALARIES & BENEFITS	\$	396,775
INTEREST ON WATER RESERVE	\$	400	EXPENSES	\$	439,328
AVAILABILITY FEES	\$	50,000	CAPITAL IMPROVEMENTS	\$	308,297
TRANSFER FROM ARPA	\$	128,000			
<b>TOTAL WATER FUND REVENUE</b>			<b>TOTAL WATER FUND EXPENSES</b>		
	\$	<b>1,144,400</b>		\$	<b>1,144,400</b>
<b>CENTER FUND</b>			<b>CENTER FUND</b>		



RENTAL / SERVICES / MISC	\$ 45,200	CENTER SALARIES & BENEFITS	\$ 51,921
SPONSORED EVENTS	\$ 10,400	EXPENSES	\$ 83,450
TRANSFER FROM MEALS/TOT/RESV	\$ 382,594	CAPITAL IMPROVEMENTS	\$ 302,823
<b>TOTAL CENTER FUND REVENUE</b>	<b>\$ 438,194</b>	<b>TOTAL CENTER FUND EXPENSES</b>	<b>\$ 438,194</b>
<b>TOTAL ALL REVENUES</b>	<b>\$ 9,859,666</b>	<b>TOTAL ALL EXPENDITURES</b>	<b>\$ 9,859,666</b>

THE FOLLOWING RATES HAVE BEEN PROPOSED FOR THE CURRENT TAX YEAR WITHIN THIS BUDGET:

REAL ESTATE TAX LEVY

PERSONAL PROPERTY

EXCISE TAX (MEALS)	5%	EXCISE TAX (TRANSIENT OCCUPANCY)	5%
MOTOR VEHICLE LICENSE	\$ 27		
PERSONAL PROPERTY TAX RELIEF	\$ 0.65	SOLID WASTE COLLECTION	\$2.10 PER WEEK

**FY23 Budget Public Hearing**

Mayor Leonard opened the FY23 budget public hearing. There were no comments and Mayor Leonard closed the public hearing. He advised they will be voting on the budget at the next Council workshop meeting.

**Proclamation for National Public Works Week**

Town Manager Tolbert read the Proclamation.



**National Public Works Week Proclamation**

**May 15 – 21, 2022**

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 **Chincoteague Island**; 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 on **Chincoteague Island** to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2022 marks the 62<sup>nd</sup> annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now

RESOLVED THAT , I, John A. Leonard, do hereby designate the week May 15 – 21, 2022 as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand,

DONE at **Chincoteague Island, Virginia** this 2nd day of May, 2022.

Signed: \_\_\_\_\_

John A. Leonard,  
Mayor

Attest: \_\_\_\_\_

Michael T. Tolbert,  
Town Manager

**Resolution for National EMS Appreciation Week**



**RESOLUTION**

**Emergency Medical Services Appreciation Week 2022**

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 15<sup>th</sup> – May 21<sup>st</sup>, 2022, as "Emergency Medical Services Appreciation Week: in the Town of Chincoteague, with this year’s theme being “EMS: Rising to the Challenge”.

Signed: \_\_\_\_\_

John A. Leonard,  
Mayor

Attest: \_\_\_\_\_

Michael T. Tolbert,  
Town Manager

**Resolution for National Hurricane Preparedness Week**



**RESOLUTION**

**Hurricane Preparedness Week 2022**

Whereas, The Town of Chincoteague hurricane season officially begins June 1st and ends November 30th of each year; and

Whereas, with the Town of Chincoteague being an Island, it is vulnerable to the devastating effects that a hurricane or tropical storm can cause. With the average land elevation of 3.5 feet above mean high tide it could face loss of life and property if such a disaster occurs; and

Whereas, both public and private entities should develop emergency response and recovery plans in accordance with the local jurisdiction and the local emergency management office. Such preventative action could save lives; and

Whereas, the Town of Chincoteague Emergency Management Division, the National Weather Service, and the Commonwealth of Virginia strongly suggest that all residents and visitors of the Town of Chincoteague be aware of the high winds, flooding and severe weather that may occur in conjunction with a tropical storm or hurricane.

Now, Therefore, Be It Resolved, that the Town Council' of the Town of Chincoteague, Virginia does hereby proclaim the week of May 1<sup>st</sup> – May 7<sup>th</sup>, 2022 as "Hurricane Preparedness Week: in the Town of Chincoteague.

Signed: \_\_\_\_\_

John A. Leonard,  
Mayor

Attest: \_\_\_\_\_

Michael T. Tolbert,  
Town Manager

**Consider Adoption of Updated Hazard Mitigation Plan Chapter 13**

Emergency Management Coordinator Rush advised this was nearly a 2-year project with the ANPDC taking the lead. They met with the ANPDC in April of last year who was made aware of the flooding at the base of the bridge. He hopes that some day this can be referenced, and changes can be made.

Councilwoman Bowden commented that it states several ambulances stored in the firehouse are owned by the Town of Chincoteague. She asked for a correction to be made that the ambulances are owned by the Fire Company.

Emergency Management Coordinator Rush advised this will be corrected. He asked if Council wanted the correction to be made before the adoption or the adoption could be made this evening noting the correction.

Councilwoman Bowden asked how often this has to be updated.

Emergency Management Coordinator Rush stated that an update is required every 4 years, it has to go to FEMA for their final approval as well.

Councilwoman Bowden advised she has read through most of it and compared Chincoteague to other towns. She commented on how amazing the number of hours that have been put into this. She thanked Emergency Management Coordinator Rush on a great job.

Emergency Management Coordinator Rush advised it was a team effort.

**Councilwoman Bowden motioned, seconded by Councilman McComb to adopt the Updated Chapter 13 Hazard Mitigation Plan with the correction of the ownership of the ambulances as the Fire Company. Unanimously approved.**

#### **Mayor and Council Comments**

Councilman Savage commended Town Manager Tolbert on a great job with the budget. He stated it is a true relevance and definition of what is going on and how the funds are spent. He thanked staff for their assistance in the budget as well.

Councilman Taylor thanked Emergency Management Coordinator Rush for pointing out that Chincoteague EMS isn't just for challenges and calls on the Island. They are there and anywhere for people in need. He stated that it is great both ways, when Chincoteague needs help, they send ambulances here. He commented on people being able to stay in their homes because they know help is only a phone call away.

Councilwoman Bowden stated that she is always impressed with the Town employees, and there's times when she's extra impressed. She stated that she really liked the presentation Town Manager Tolbert gave. She expressed her appreciation. She also commended Chief Fisher, Emergency Management Coordinator Rush, and the Public Works staff. She stated that it takes everyone to make this Town work. She advised that there are a great number of people that approach her about a great job the employees do. She expressed her love for this Town adding that the people that make it run are top notch. She asked everyone to keep Mr. Edwin Taylor and his family in their prayers as he just lost his father. She also asked everyone to keep Mrs. Kelly Lewis in their prayers as her family is going through a tremendous amount right now with sickness and they're going to need all the prayers and support everyone can give them. She concluded with, "Go Yankees!".

Mayor Leonard reminded that summer is coming, get ready.

**Adjourn**



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

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J. Arthur Leonard, Mayor

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Michael T. Tolbert, Town Manager

**MINUTES OF THE MAY 19, 2022**  
**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. Robby Fisher, Chief of Police

**Call to Order**

Mayor Leonard called the meeting to order at 5:00 p.m.

**Invocation**

Councilman Taylor offered the invocation.

**Pledge of Allegiance**

Mayor Leonard led in the Pledge of Allegiance.

**Public Comment**

There was none.

**Student Government Report**

Mrs. Katie Farrell, Chincoteague Combined Schools Principal, thanked Council for providing the students with the great opportunity. She stated that the school is fortunate to have the Town's support. She advised she can't express the gratitude and appreciation they have for the Chincoteague Police Department, the Chincoteague Volunteer Fire Department, and all of the Council members. She continued that everyone is so generous to the school and whenever they need something, someone always steps up. She and the students appreciate everything. She added that the students had a great time yesterday. She appreciated Council for tweaking schedules because of athletics. They enjoyed learning the Town government ins and outs.

Student Government Mayor Kerchner reported on the Student Government Day. She gave an account of the day which included a meeting with the U.S. Fish and Wildlife at the Wildlife Refuge where they discussed the current plans for beach due to damages from the storm. Some of the students went out into the community to identify things that needed improvements. They worked on plans for safety on the Causeway and for more teen-related activities on the Island. She thanked Council for the opportunity to understand the undertaking of the local government.

**Agenda Adoption**

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

**FY22 Budget Compliance**

Vice Mayor Bott informed Council of the FY22 surplus and highlighted the increases in revenues, which included the ARPA tranche and meals and transient occupancy taxes. He advised that Town Manager Tolbert identified transfers for the surplus to specified accounts. He briefly reviewed the proposed recommended allocations. He feels this is a way to replenish the accounts that have been drawn down over the last several years.

Account	Transfer Amount	New Account Balance
Transfer to Beach/Rec/Tourism	\$146,444	\$954,481
Transfer to Boat Ramp Reserve	\$100,000	\$329,235
Transfer to Property Acquisition Reserve	\$100,000	\$193,600
Transfer to Park Equipment Reserve	\$200,000	\$200,000
Unallocated Surplus		\$251,899

**Vice Mayor Bott motioned, seconded by Councilwoman Bowden to adopt the end of year allocations for the FY22 surplus. Unanimously approved.**

**FY22 Budget Amendment Public Hearing**

Mayor Leonard opened the public hearing. There were no comments, and the public hearing was closed.

**Consider Approval of FY22 Budget Amendment**

Town Manager Tolbert explained the FY22 Budget Amendment. He advised that it was posted in the newspaper 1 week ago and is set for public hearing and is eligible to be voted on this evening. He added that amendment includes the 2<sup>nd</sup> tranche from ARPA.

**Councilwoman Bowden motioned, seconded by Councilman McComb to approve the proposed FY22 Budget Amendment as presented. Unanimously approved.**

FY 2022	BUDGET AMENDMENT	Approved	Proposed	Variance
<b>General Government</b>				
<b>Revenues</b>	<b>Source</b>	<b>Budget</b>	<b>Amendment</b>	<b>Variance</b>
	<b>TOTAL G/G Revenue</b>	<b>\$ 4,790,370.00</b>	<b>\$ 7,146,832.82</b>	<b>\$ 2,356,462.82</b>
<b>Expenses</b>				
	<b>TOTAL G/G Expenses</b>	<b>\$ 1,504,101.00</b>	<b>\$ 3,860,563.82</b>	<b>\$ (2,356,462.82)</b>

<b>Revenue</b>	<b>Harbor</b>			
	<b>TOTAL Harbor Revenue</b>	<b>\$ 403,624.00</b>	<b>\$ 534,517.00</b>	<b>\$ 130,893.00</b>
<b>Expenses</b>	<b>Harbor</b>			
	<b>TOTAL Harbor Expenses</b>	<b>\$ 353,862.00</b>	<b>\$ 484,755.00</b>	<b>\$ (130,893.00)</b>
<b>Revenue</b>	<b>Trolley</b>			
	<b>TOTAL Trolley Revenue</b>	<b>\$ 27,784.00</b>	<b>\$ 24,734.00</b>	<b>\$ (3,050.00)</b>
<b>Expenses</b>	<b>Trolley</b>			
	<b>TOTAL Trolley Expenses</b>	<b>\$ 6,550.00</b>	<b>\$ 3,500.00</b>	<b>\$ 3,050.00</b>
<b>Revenue</b>	<b>Water</b>			
	<b>TOTAL Water Revenue</b>	<b>\$ 64,000.00</b>	<b>\$ 79,332.00</b>	<b>\$ 15,332.00</b>
<b>Expenses</b>	<b>Water</b>			
	<b>TOTAL Water Expenses</b>	<b>\$ 306,686.00</b>	<b>\$ 322,018.00</b>	<b>\$ (15,332.00)</b>
	<b>TOTAL REVENUES</b>	<b>\$ 5,257,994.00</b>	<b>\$ 7,760,681.82</b>	<b>\$ 2,502,687.82</b>
	<b>TOTAL EXPENSES</b>	<b>\$ 2,164,649.00</b>	<b>\$ 4,667,336.82</b>	<b>\$ (2,502,687.82)</b>

### Consider Approval of FY23 Budget

Councilwoman Richardson motioned, seconded by Councilwoman Bowden to adopt the proposed FY23 budget as presented and that the funds be appropriated for disbursement as such. Unanimously approved.

ACCOUNT	DESCRIPTION	FY23 PROPOSED BUDGET
	<b>REVENUES</b>	
	<b>GENERAL FUND</b>	
104001.0100	REAL ESTATE TAX LEVY	\$656,500
104001.0125	TANGIBLE PROP. TAX LEVY	\$225,000
104001.0130	DEL.TAX,INTEREST,PENALTY	\$15,807
104001.0500	MEALS TAX	\$1,200,000
104001.0600	BANK FRANCHISE TAX	\$92,000
104010.0100	SALES TAX	\$170,000
104010.0200	BUSINESS LICENSE	\$130,000
104010.0300	MOTOR VEHICLE LICENSE	\$82,000
104010.0500	UTILITIES TAX	\$217,000
104010.0600	TRANSIENT OCCUPANCY TAX	\$1,700,000
104015.0100	FINES	\$22,850
104020.0100	INTEREST ON SAVINGS	\$12,000

104041.0150	CEMETERY CLEANUP DONATIONS	\$200
104041.0170	PLAYGROUND EQUIP DONATIONS	\$0
104041-0180	ROBERT REED PARK	\$1,000
-190.0000	BRAINNA'S KINDNESS PARK DONATIONS.	\$0
104041.0200	USER FEES BOAT RAMPS	\$26,000
104041.0300	USER FEES DOG PARK	\$7,000
104041.0500	BUILDING PERMITS	\$70,000
104041.0600	ZONING ADVERTISEMENTS	\$1,000
104045.0100	GRANTS/LITTER	\$0
104049.0100	SALE OF ASSETS/ABANDONED PROP	\$5,000
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	\$15,000
104061.0107	TOWER RENT	\$6,348
10-4061-0110	MATTHEWS PROPERTY	\$4,625
10-4061-0625	OLD FH/GARAGE	\$23,000
104071.0100	COMMUNICATIONS TAX	\$90,000
104071.0200	PERSONAL PROPERTY REL ACT	\$129,246
104071.0300	MOBILE HOME SALES TAX	\$6,500
104071-0400	CAR RENTAL DISTRIBUTION TAX	\$10,000
104091.0100	OVERAGE/SHORTAGE	\$0
104101.0200	RECOVERED COST FROM WATER	\$100,000
104201.0100	PUBLIC WORKS MISC. REV	\$3,000
104303.0100	MISCELLANEOUS INCOME	\$12,000
	SOLID WASTE COLLECTION FEE	\$416,500
104401.0100	LAW ENFORCEMENT FUNDS	\$116,940
104401.0125	POLICE MISCELLANEOUS	\$5,000
104401.0150	POLICE DONATIONS	\$35,000
104401.0160	POLICE GRANTS	\$46,077
104401.0200	DISPATCH REVENUE	\$12,500
104401.0201	USFWS - SARBANES GRANT	\$0
104401.0350	911 TAX TO ES 911 COMMISSION	\$0
104501.0100	VDOT MAINTENANCE FUNDS	\$727,662
104501.0101	ROAD PERMIT FEES	\$300
104501.0110	LAND USE SURETY	\$1,092
10.4545.0100	ACCOMACK COUNTY CARES ACT	\$0
104545.0140	VA COMM FOR ARTS GRANT	\$4,500
104545.0150	VDEM GRANT	\$0
	EDA GRANT - CHAMBER RR	\$100,000
10.4601.0150	ARPA LOCAL FUNDING	\$344,000
104601.0300	VA PORT AUTHORITY GRANT	\$0
104701.0400	TRF. FROM RAMP REPAIR FND	\$0
104701.0600	TRF. FROM DRAINAGE SAVINGS	\$0
104701.1000	TRF.FROM GEN.FUND SAVINGS	
104701.1100	TRF. FROM M.C. SAVINGS	\$0
104940.8900	TRF. FROM M.C. SAVINGS DRAINAGE	\$0
	TRF FROM PLAYROUND EQUIP. FUND	\$0



	TRF FROM BEACH/REC/TOUR FUND	\$0
	TOTAL	<b>\$6,879,147</b>
	<b>CURTIS MERRITT HARBOR</b>	
304031.0100	INTEREST ON HARBOR SAVINGS	\$300
304031.1000	HARBOR RENT	\$110,000
304031.1002	SUBLEASES	\$45,000
304031.1003	DRY/WINTER STORAGE	\$7,500
304031.1050	VA PORT AUTHORITY GRANT	\$161,869
304031.1055	DEPT. OF HEALTH B.I.G.	\$39,297
304031.1058	FUEL REVENUE	\$375,000
304031.1060	HARBOR MISC	\$500
304910.8700	TRF.FROM BOAT RAMP FUND	\$229,000
304910.8800	TRF. FROM GENERAL FUND	\$77,710
304910.8900	TRF.FROM LT REPLACEMENT - UNION BANK	\$89,097
	TOTAL	<b>\$1,135,273</b>
	<b>TROLLEY</b>	
704501.0100	TROLLEY GRANTS	\$67,733
704501.0110	PROGRAM INCOME	\$4,000
704501.0200	RTAP REIMBURSEMENTS	\$0
704501.0300	MISC. NONPROGRAM INCOME	\$0
704501.8900	TRANSFER FROM GEN. FUND	\$25,419
	FED GRANT TROLLEY - NEW TROLLEY	\$132,400
	STATE GRANT TROLLEY - NEW TROLLEY	\$26,480
	TR FR TROLLEY CAP ACCT/NEW TROLLEY	\$6,620
	TOTAL	<b>\$262,652</b>
	<b>WATER</b>	
804101.0100	WATER RENT	\$950,000
80-4101-2200	WATER ADJUSTMENTS	\$0
804131.0100	WATERLINE EXTENSIONS	\$1,000
804131.0200	SERVICE CONNECTIONS	\$15,000
804131.0300	INTEREST ON WATER SAVINGS	\$400
804131.0400	MISCELLANEOUS	\$0
804131.0500	AVAILABILITY FEES	\$50,000
804701.0100	TRANSFER FR WATER RESERVE	\$0
804701-0700	TRANSFER FR GENERAL FUND	\$0
	TRANSFER FROM ARPA	\$128,000
	TOTAL	<b>\$1,144,400</b>
	<b>CENTER</b>	
	FACILITY RENTAL	\$38,200
	BAR SERVICES	\$2,650
	EQUIPMENT RENTAL	\$450
	KITCHEN USAGE	\$3,050

	SPONSORED EVENTS	\$10,400
	MISCELLANEOUS	\$850
	TR FROM GEN FUND MEALS	\$55,000
	TR FROM GEN FUND TOT	\$92,594
	TR FROM LONG TERM RESERVE	\$235,000
	TOTAL	\$438,194
	<b>REVENUE TOTALS:</b>	<b>\$9,421,588</b>

ACCOUNT	DESCRIPTION	FY23 PROPOSED BUDGET
	<b>EXPENDITURES</b>	
	<b>GENERAL GOVERNMENT</b>	
	<b>SALARIES</b>	
105010.0101	MAYOR	\$4,800
105010.0102	COUNCIL	\$23,040
105010.1001	TOWN OFFICE STAFF	\$426,914
105010.1003	OVERTIME	\$2,700
	TOTAL	\$457,454
	<b>BENEFITS</b>	
105010.2001	SOCIAL SECURITY	\$32,866
105010.2101	HOSPITALIZATION	\$43,953
105010.2201	RETIREMENT	\$60,536
105010.2202	VSRS/LIFE INSURANCE	\$3,089
105020.2103	UNEMPLOYMENT/TOWN	\$2,300
	TOTAL	\$142,744
	<b>OPERATIONS EXPENSES</b>	
105030.3100	BANK CHARGES	\$22,000
105030.3101	BUILDING ADMIN EXPENSE	\$100
105030.3102	CLEANING	\$19,000
105030.3103	PLANNING COMMISSION	\$100
105030.3104	BOARD OF ZONING APPEALS	\$100
105030.3105	BUILDING PERMIT SURCHARGE	\$1,000
105030.3106	BOARD OF BLDG CODE APPEAL	\$100
	PERMIT CLOUD SERVICE	\$6,000
105030.3401	INSURANCE	\$165,000
105030.3501	AUDITING	\$30,000
105030.3601	DONATIONS	\$15,000
105030.3701	TRF.TO CIVIC CENTER FUND	\$92,594
105030.3705	MEALS TAX - TOURISM 10%	\$110,000
105030.4030	ANPDC MEMBERSHIP	\$7,000
105030.4301	SCHOLARSHIP	\$2,000
105030.4401	OFFICE SUP./PUBLICATIONS	\$11,000
105030.4402	OFF.EQUIP/SOFTWARE MAINT.	\$64,500
105030.4403	POSTAGE	\$11,000

105030.4404	TAX CONVERSION	\$2,400
105030.4701	GASOLINE	\$1,800
105030.4702	VEHICLE MAINTENANCE	\$500
105030.4801	TRAVEL & TRAINING	\$1,200
105030.4901	MAYORS EXPENSE	\$300
105030.4902	COUNCILS EXPENSE	\$1,000
105030.4903	TOWN MANAGERS EXPENSE	\$500
105030.5101	ATTORNEY/LEG.CONCONSULTANTS	\$35,000
105030.5201	DRUG/ALCOHOL TESTING	\$2,000
105030.5501	CHRISTMAS DINNER	\$2,500
105030.6101	DUES	\$3,000
105030.7101	ADVERTISING & WEBSITE	\$12,000
105030.7301	BUILDING MAINTENANCE	\$12,000
105030.7401	ELECTRICITY	\$14,000
105030.7402	HEATING OIL	\$7,500
105030.7701	SPECIAL PROJECTS	\$4,000
105030.7702	PONY PENNING EXPENSE	\$13,500
105030.7703	DEER DE-POP PROGRAM	\$500
105030.8001	LEONARD ASSISTANCE FUND	\$0
105030.8202	TELEPHONE BILLS	\$29,500
	RETIREE LEAVE PAYOUT	\$0
105030.8401	HEALTH INSURANCE - RETIREES	\$40,000
105030.8402	INSUR-RET SPOUSES & OTHER	\$25,000
105030.8403	TRANSFER TO MEDICARE RESERVE	\$0
105030.8404	RETIREE PERSCRIPTION DRUG ASSIST.	\$3,500
105030.8501	MISCELLANEOUS	\$4,000
105030.8505	911 ADDRESSING	\$500
105030.8600	CEMETERY CLEANUP	\$200
105030.8625	OLD FIREHOUSE/GARAGE MAINT	\$10,000
105030.8650	APRP PROJECTS	\$344,000
105030.8700	VA COMM FOR THE ARTS	\$9,000
105030.8710	CARES ACT ASSISTANCE	\$0
105030.8900	TRANSFER TO TROLLEY FUND	\$25,419
105030.8910	TRANSFER TO GENERAL FUND RESERVE	\$0
105030.8913	TRF TO RECREATION/TOURISM RESERVE	\$50,000
105030.8914	REC./TOURISM EXPENSE 1% OF TOTAX	\$0
105030.9000	TRANSFER TO HARBOR	\$77,710
	<b>TOTAL</b>	<b>\$1,289,023</b>
	<b>CAPITAL IMPROVEMENTS</b>	
105090.9704	PROPERTY ACQUISITION RESERVE	\$0
105090.9705	PROPERTY ACQUISITION	\$0
105090.9709	OFFICE EQUIP	\$5,000
105090.9710	COUNCIL ROOM EQUIPMENT/FURNITURE	\$9,183
105090.9715	NEW BOILER-MUN BLDG	\$0
105090.9725	REHAB TOWN OFFICE RESTROOMS	\$0
	<b>TOTAL</b>	<b>\$14,183</b>

	<b>GEN GOV TOTALS:</b>	<b>\$1,903,404</b>

ACCOUNT	DESCRIPTION	FY23 PROPOSED BUDGET
	<b>EXPENDITURES</b>	
	<b>EMS</b>	
	<b>SALARIES</b>	
105110.1002	EMERGENCY MED. STAFF	\$820,373
105110.1003	OVERTIME	\$71,674
	<b>TOTAL</b>	<b>\$892,047</b>
	<b>BENEFITS</b>	
105110.2001	SOCIAL SECURITY	\$68,243
105110.2101	HOSPITALIZATION	\$76,440
105110.2201	RETIREMENT	\$91,787
105110.2202	VSRS/LIFE INSURANCE	\$4,409
	<b>TOTAL</b>	<b>\$240,879</b>
	<b>OPERATIONS EXPENSES</b>	
105130.3107	EMERGENCY MED. CLOTHING	\$4,500
105130.3108	EMS CELL ALLOWANCE	\$3,000
105130.3602	FIRE DEPARTMENT DONATION	\$31,500
105130.4401	OFFICE SUP./PUBLICATIONS	\$300
105130.4402	OFF.EQUIP/SOFTWARE MAINT.	\$1,000
105130.4801	TRAVEL & TRAINING	\$2,000
105130.6101	DUES	\$500
105130.7601	VA FIRE PROG/CVFC	\$15,000
105130.7602	EOC OPERATIONS/TRAINING	\$3,000
105130.8501	MISCELLANEOUS	\$0
105130.8912	VOLSAP FOR VOLUNTEER FIREFIGHTERS	\$4,500
	<b>TOTAL</b>	<b>\$65,300</b>
	<b>CAPITAL IMPROVEMENTS</b>	
105190-9100	EMPLOYEE LOCKERS	\$0
105190-9150	TRAINING EQUIPMENT	\$0
	<b>TOTAL</b>	<b>\$0</b>
	<b>EMERG SERVICES DEPT TOTALS:</b>	<b>\$1,198,226</b>

ACCOUNT	DESCRIPTION	FY23 PROPOSED BUDGET
	<b>EXPENDITURES</b>	
	<b>PUBLIC WORKS</b>	
	<b>SALARIES</b>	
106010.1001	SALARIES*	\$369,320
106010.1003	OVERTIME	\$5,500
	<b>TOTAL</b>	<b>\$374,820</b>

<b>BENEFITS</b>		
106010.2001	SOCIAL SECURITY	\$28,673
106010.2101	HOSPITALIZATION	\$66,503
106010.2201	RETIREMENT	\$52,369
106010.2202	VSRs/LIFE INSURANCE	\$2,516
	<b>TOTAL</b>	<b>\$150,061</b>
<b>OPERATIONS EXPENSES</b>		
106030.4100	SEASONAL DECO & BANNERS	\$2,000
106030.4401	OFFICE SUPPLIES & EQUIP.	\$400
106030.4501	STREET MAINTENANCE	\$1,000
106030.4502	STREET SIGNS / 911	\$150
106030.4503	STREET LIGHTS	\$23,000
106030.4701	GASOLINE/DIESEL	\$30,000
106030.4703	OIL/GREASE	\$1,100
106030.4704	TOOLS/SHOP	\$2,500
106030.4801	TRAVEL & TRAINING	\$500
106030.5202	CLOTHING/UNIFORMS	\$5,500
106030.7301	BLDG. MAINTENANCE	\$3,000
106030.7302	EQUIPMENT REPAIRS	\$15,000
106030.7303	SAFETY	\$500
106030.7304	VEHICLE P/M'S	\$500
106030.7305	TIRES	\$2,000
106030.7306	GARAGE SUPPLIES	\$4,000
106030.7307	VEHICLE REPAIRS	\$6,000
106030.7401	ELECTRICITY	\$13,000
106030.7402	LP GAS	\$2,250
106030.7501	TIPPING FEES	\$1,000
106030.7502	SANITATION CONTRACT	\$420,000
106030.8501	MISC.	\$1,500
106030-8510	ROBERT REED PARK DONATIONS	\$0
106030.8590	PARKS & REC EXPENSE	\$30,000
106030.8600	VANDALISM REPAIRS	\$500
106030.8700	BOAT RAMP EXPENSE	\$1,000
106030.8701	BOAT RAMP RESERVE	\$20,000
	<b>TOTAL</b>	<b>\$586,400</b>
<b>CAPITAL IMPROVEMENTS</b>		
106090.9101	VEHICLE/EQUIPMENT	\$0
106090.9103	CONSULTANT	\$0
106090.9104	MEM PARK PIER AND RAMP REP	\$0
106090.9105	DJA CENTER EXT REPAIRS	\$25,000
	RESURFACE TENNIS AND BBALL CTS.	\$0
106090.9107	RR LANDSCAPING AND FURNITURE	\$0
106090.9108	SIDEWALK REPAIRS - MUN CENTER	\$0
106090.9110	FLOATING DOCK - RR PARK	\$0
106090.9120	REHAB EAST SIDE BOAT RAMP	\$0
106090.9200	PLAYGROUND EQUIPMENT (Brianna's Park)	\$0
106090-9300	BRIDGE TENDER HOUSE RESTORATION	\$5,000

106090.9301	PED TRAIL - SARBANES	\$0
106090.9305	REPLACE PUBLIC WORKS FUEL PUMPS	\$15,000
106090.9307	SPIN BALANCER - GARAGE	\$0
106090.9310	PARK KIOSKS AND INFO BOARDS	\$0
<del>106090.9450</del>	<del>VIDEO UPGRADES MEMORIAL PARK</del>	<del>\$0</del>
106090.9466	SEPTIC SYSTEM - CHAMBER PARCEL	\$45,000
	CHAMBER SITE PUBLIC RESTROOMS	\$55,000
106090-9475	DOG PARK	\$0
106090.9500	SMITH ST PARK PROJECT (Brianna's)	\$0
106090-9700	OCEAN BREEZE ROAD PROJECT	\$0
106090.9601	PAVE MEMORIAL PARK DRIVE AND LOTS	\$0
	BRIANNA'S PARK LIGHTING	\$20,000
	REPARIS TO DJA CENTER - Interior & RR	\$0
	REPLACEMENT BACKHOE	\$90,000
-	-	-
	<b>TOTAL</b>	<b>\$255,000</b>
	<b>PW TOTALS:</b>	<b>\$1,366,281</b>

ACCOUNT	DESCRIPTION	FY23 PROPOSED BUDGET
	<b>EXPENDITURES</b>	
	<b>MOSQUITO CTRL</b>	
	<b>SALARIES</b>	
106110-1001	SALARIES	\$36,543
106110-1003	OVERTIME	\$2,000
	<b>TOTAL</b>	<b>\$38,543</b>
	<b>BENEFITS</b>	
106110.2001	SOCIAL SECURITY	\$2,945
	<b>TOTAL</b>	<b>\$2,945</b>
	<b>OPERATION EXPENSES</b>	
106130.3401	INSURANCE	\$8,000
106130.4401	OFFICE SUPPLIES	\$50
106130.4701	GASOLINE	\$6,000
106130.4704	TOOLS & SMALL EQUIPMENT	\$500
106130.4705	CHEMICALS	\$50,000
106130.4706	CONTRACT SPRAYING	\$26,000
106130.4801	TRAVEL, TRAINING, CONFERENC	\$100
106130.5202	UNIFORMS	\$0
106130.6101	SUNDRY	\$100
106130.7302	EQUIPMENT REPAIRS/MAINT.	\$500
106130.7303	SAFETY EQUIPMENT	\$100
106130.7304	VEHICLE MAINTENANCE	\$1,000



	TOTAL	\$92,350
	<b>CAPITAL IMPROVEMENTS</b>	
106190.9124	EQUIPMENT/VEHICLES	\$0
106190.9125	DRAINAGE	\$0
	TOTAL	\$0
	<b>MOSQUITO CTRL TOTALS:</b>	<b>\$133,838</b>

ACCOUNT	DESCRIPTION	FY23 PROPOSED BUDGET
	<b>EXPENDITURES</b>	
	<b>ROADS</b>	
	<b>SALARIES</b>	
106510.1001	SALARIES	\$124,822
106510.1003	OVERTIME	\$2,500
	TOTAL	\$127,322
	<b>BENEFITS</b>	
106510.2001	SOCIAL SECURITY	\$9,740
106510.2101	HOSPITALIZATION	\$18,110
106510.2201	RETIREMENT	\$17,700
106510.2202	VRSR/LIFE INSURANCE	\$850
	TOTAL	\$46,400
	<b>OPERATIONS EXPENSES</b>	
106530.4102	SNOW REMOVAL	\$22,000
106530.4150	PAVEMENT MAINTENANCE.	\$405,000
106530.4201	SIDEWALKS	\$20,000
106530.4202	TRAFFIC CONTROL OPERATIONS	\$2,000
106530.4250	ROADSIDE STRUCTURES	\$0
106530.6250	DRAINAGE MAINTENANCE	\$5,000
106530.7202	TRAFFIC CONTROL DEVICES	\$3,000
106530.7450	ELECTRICITY	\$62,000
106530.8600	ENGINEERING	\$0
106530.9855	VEHICLES/EQUIPMENT*	\$50,000
	TOTAL	\$569,000
	<b>ROADS TOTALS:</b>	<b>\$742,722</b>

ACCOUNT	DESCRIPTION	FY23 PROPOSED BUDGET
	<b>EXPENDITURES</b>	
	<b>POLICE</b>	
	<b>SALARIES</b>	

107010.1001	SALARIES/OFFICERS	\$742,152
107010.1003	OVERTIME	\$9,800
	<b>TOTAL</b>	<b>\$751,952</b>
<b>BENEFITS</b>		
107010.2001	SOCIAL SECURITY	\$57,524
107010.2101	HOSPITALIZATION	\$107,016
107010.2201	RETIREMENT	\$106,140
107010.2202	VSRS/LIFE INSURANCE	\$4,776
	<b>TOTAL</b>	<b>\$275,456</b>
<b>OPERATIONS EXPENSES</b>		
107030.4701	GASOLINE	\$27,000
107030.4801	TRAVEL & TRAINING	\$19,000
107030.5201	UNIFORM ALLOWANCE (OFF.)	\$8,100
107030.5202	UNIFORMS (TOWN)	\$3,000
107030.7300	OFFICE SUPPLIES/EQUIPMENT	\$5,000
107030.7302	EQUIP. MAINT. AGREEMENTS/software	\$7,500
107030.7304	VEHICLE MAINTENANCE	\$6,500
107030.7901	DRUG ENFORCEMENT	\$5,000
107030.7903	ACADEMY DUES	\$8,000
107030.7904	BICYCLE PATROL	\$500
107030.7905	COMMUNITY/YOUTH PROGRAMS	\$30,000
107030.7906	GRANT FUNDED EXPENDITURES	\$25,000
107030.7907	AMMUNITION	\$3,000
107030.8203	CELL PHONE ALLOWANCE	\$3,200
107030.8205	POLICE ACCREDITATION	\$2,000
107030.8501	SUNDRY	\$1,500
	<b>TOTAL</b>	<b>\$154,300</b>
<b>CAPITAL IMPROVEMENTS</b>		
107090.9650	PATROL VEHICLE	\$40,000
107090.9655	LSV (for use by seasonal and SRO)	\$0
107090.9660	KEVLAR VESTS	\$0
107090.9663	Stancil Recorder	\$0
107090.9565	RADIO REPEATER	\$0
<del>107090.9670</del>	<del>IN-CAR COMPUTERS</del>	<del>\$0</del>
107090-9690	Intoxilyzers, vehicle 3 ea	\$0
107090-9695	FINGERPRINT SCANNER	\$0
107090.9696	COMPUTERS/SOFTWARE	\$3,000
107090.9697	KITCHENETTE	\$0
107090.9698	Camera system-interrogation room	\$0
<del>107090-9700</del>	<del>Radar Units x 5</del>	<del>\$0</del>
<del>107090-9710</del>	<del>internal surveillance PD</del>	<del>\$0</del>
107090.9715	Patrol Vehicle Rifles	\$0
107090.9720	Patrol Vehicle Bailout Bags	\$0
	Equip new Officers	\$10,000

107090-9750	Magistrate Com	\$0
107090-9760	Software Maintenance-cameras	\$6,500
107090.9762	CELLBRIGHT CELL PHONE TOOL	\$0
107090.9675	SURVEILLANCE EQUIPMENT	\$0
107090.9685	SRTS Program Projects	\$0
	<b>TOTAL</b>	\$59,500
	<b>POLICE TOTALS</b>	<b>\$1,241,208</b>

ACCOUNT	DESCRIPTION	FY23 PROPOSED BUDGET
	<b>EXPENDITURES</b>	
	<b>DISPATCH SALARIES</b>	
107510.1001	SALARIES/DISPATCHERS	\$192,389
107510.1003	OVERTIME	\$2,700
	<b>TOTAL</b>	\$195,089
	<b>BENEFITS</b>	
107510.2001	SOCIAL SECURITY	\$14,924
107510.2101	HOSPITALIZATION	\$30,576
107510.2201	RETIREMENT	\$20,876
107510.2202	VSRs/LIFE INSURANCE	\$1,003
	<b>TOTAL</b>	\$67,379
	<b>OPERATIONS EXPENSES</b>	
107530.4801	TRAVEL & TRAINING-DISP.	\$2,500
107530.5201	UNIFORM ALLOWANCE (DISP)	\$1,200
107530.5202	UNIFORM (TOWN-FOR DISP)	\$650
107530.7300	EQUIP MAINT AGREEMENTS	\$14,500
	DISPATCH SERVICE AGREEMENT	\$12,000
107530.8501	SUNDRY	\$150
	<b>TOTAL</b>	\$31,000
	<b>CAPITAL IMPROVEMENTS</b>	
-	-	-
	<b>TOTAL</b>	\$0
	<b>DISPATCH TOTALS:</b>	<b>\$293,468</b>

ACCOUNT	DESCRIPTION	FY23 PROPOSED BUDGET
	<b>EXPENDITURES</b>	
	<b>WATER SALARIES</b>	
806210.1001	SALARIES	\$275,134

806210.1003	OVERTIME	\$5,000
806210.1004	PUMP DUTY	\$19,000
	<b>TOTAL</b>	\$299,134
	<b>BENEFITS</b>	
806210.2001	SOCIAL SECURITY	\$22,884
806210.2101	HOSPITALIZATION	\$33,869
806210.2201	RETIREMENT	\$39,014
806210.2202	VRS LIFE INSURANCE	\$1,874
	<b>TOTAL</b>	\$97,641
	<b>OPERATION EXPENSES</b>	
806230.4401	OFFICE SUPP/EQUIP MAINT	\$1,200
806230.4403	POSTAGE	\$5,000
806230.4701	GASOLINE & DIESEL	\$9,750
806230.4704	TOOLS	\$1,000
806230.4705	CHEMICALS	\$12,000
806230.4801	TRAVEL & TRAINING	\$1,000
806230.5202	UNIFORMS	\$1,100
806230.6101	DUES/LICENSES	\$800
806230.7301	BUILDING MAINT/REHAB	\$2,100
806230.7303	SAFETY	\$500
806230.7304	VEHICLE MAINTENANCE	\$1,000
806230.7400	RAW WATER PURCHASE (NASA)	\$0
806230.7401	ELECTRICITY	\$40,000
806230.7402	LP GAS	\$528
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	\$8,000
806230.8501	SUNDRY	\$500
806230.8601	REIMBURSEMENT TO FUND 10	\$100,000
	WATER RATE STUDY	\$0
806230.8750	REGULATION COMPLIANCE	\$6,000
806230.8770	STATE GROUNDWATER PERMITS	\$10,000
	TOWER RENT FOR GATEWAY	\$2,700
806230.8900	TRANSFER TO WATER RESERVES	\$171,450
806230.9100	ENGINEERING	\$8,000
	<b>TOTAL</b>	\$439,328
	<b>CAPITAL IMPROVEMENTS</b>	
806290.9101	WATER MAIN EXTENSIONS	\$5,000
<del>806290.9200</del>	<del>2017 EXPL WELL</del>	<del>\$0</del>
<del>806290.9205</del>	<del>NASA WELL REIMBURSEMENT</del>	<del>\$0</del>
806290.9206	GENERATOR WATER PLANT	\$0
80620.9207	METERED DISTRIBUTION	\$10,000
806290.9506	WATER BONDS	\$0

806290.9507	INTEREST ON WATER BONDS	\$0
806290-9508	AMI BOND	\$86,564
806290-9509	AMI BOND Interest	\$16,464
806290.9600	WATER LINE REPLACE	\$128,000
<del>806290-9630</del>	<del>WIRELESS METERS</del>	<del>\$0</del>
806290-9635	WIRELESS METERS - GATEWAYS	\$0
<del>806290.9700</del>	<del>LAND ACQUISITION</del>	<del>\$0</del>
806290-9701	HIGH RISE TANK PAINT	\$0
806290.9703	GWST Tank Paint	\$0
806290.9704	High Rise lift pumps W/ VFD's	\$22,269
	VFD for well # 6	\$0
806290-9848	8" CHANNEL CROSSING	\$0
806290.9850	VEHICLE	\$0
	REPLACE FILTER MEDIA - WILLOW ST.	\$40,000
806290-9851	DESALINATION FEASIBILITY STUDY	\$0
806290.9855	EQUIPMENT	\$0
806290.9856	SOFTWARE, COMPUTERS	\$0
	<b>TOTAL</b>	<b>\$308,297</b>
	<b>WATER TOTALS:</b>	<b>\$1,144,400</b>

ACCOUNT	DESCRIPTION	FY23 PROPOSED BUDGET
	<b>EXPENDITURES</b>	
	<b>HARBOR</b>	
	<b>SALARIES</b>	
308010.1001	SALARIES	\$51,704
308010.1003	OVERTIME	\$0
	<b>TOTAL</b>	<b>\$51,704</b>
	<b>BENEFITS</b>	
308010.2001	SOCIAL SECURITY	\$3,960
308010.2101	HOSPITALIZATION	\$0
308010.2201	RETIREMENT	\$7,332
308010.2202	VRS LIFE INSURANCE	\$353
	<b>TOTAL</b>	<b>\$11,645</b>
	<b>OPERATIONS EXPENSES</b>	
308030.7300	OPERATIONS, MAINT.,ST. LIGHTS, ETC.	\$40,000
308030.7315	FUEL PURCHASE	\$360,000
308030.8501	SUNDRY	\$500
	<b>TOTAL</b>	<b>\$400,500</b>
	<b>CAPITAL IMPROVEMENTS</b>	
308090.9124	LONG TERM REPLACEMENT RES	\$54,000
308090.9200	INFRASTRUCTURE REPAIRS/UPGRADES	\$28,548
308090.9130	NEW FUEL SYSTEM	\$0
308090-9210	WEST SIDE RESTROOMS	\$0

308090-9300	FLOATING DOCK FINGER PIER	\$215,826
	MEM PARK RAMP IMPROVEMENTS	\$310,000
	FENCE NE SIDE	\$0
	B.I.G. UPGRADES HARBOR, RR PARK	\$63,050
	<b>TOTAL</b>	<b>\$671,424</b>
	<b>HARBOR TOTALS:</b>	<b>\$1,135,273</b>

ACCOUNT	DESCRIPTION	FY23 PROPOSED BUDGET
	<b>EXPENDITURES</b>	
	<b>TROLLEY</b>	
	<b>SALARIES</b>	
703010.0100	SALARIES	\$44,730
	<b>TOTAL</b>	<b>\$44,730</b>
	<b>BENEFITS</b>	
703010.2001	SOCIAL SECURITY	\$3,422
	<b>TOTAL</b>	<b>\$3,422</b>
	<b>OPERATIONS EXPENSES</b>	
703030.3401	INSURANCE & BONDING	\$3,400
703030.4400	COMMUNICATION SERVICES	\$800
703030.4401	PRINTING & REPRODUCTION	\$2,600
703030.4402	ADVERTISING	\$1,000
703030.4403	EDUCATION & TRAINING	\$800
703030.4404	CLEANING SUPPLIES	\$400
703030.4406	SUPPLIES, MATERIALS	\$500
703030.4407	MEMBERSHIPS & DUES	\$250
703030.4408	TRAVEL & MEALS	\$500
703030.4701	FUEL & LUBRICANTS	\$12,500
703030.4702	TIRES & TUBES	\$1,200
703030.4703	UNIFORMS	\$1,400
703030.4704	PARTS	\$750
703030.5201	DRUG TESTING	\$1,400
703030.6100	RTAP EXPENSES	\$0
703030.7302	REPAIRS/MAINT	\$6,500
703030.8505	RENT TO GENERAL FUND	\$15,000
	<b>TOTAL</b>	<b>\$49,000</b>
	<b>CAPITAL IMPROVEMENTS</b>	
703090.9001	TROLLEY & VAN PURCHASE	\$165,500
703090.9100	CAPITAL EXPENDITURES	
	<b>TOTAL</b>	<b>\$165,500</b>
	<b>TROLLEY TOTALS:</b>	<b>\$262,652</b>



ACCOUNT	DESCRIPTION	FY23 PROPOSED BUDGET
	<b>CENTER</b>	
	<b>EXPENDITURES</b>	
	<b>SALARIES</b>	
	SALARIES	\$37,702
	TOTAL SALARIES	\$37,702
	<b>BENEFITS</b>	
	SOCIAL SECURITY	\$2,869
	HOSPITALIZATION	\$5,733
	RETIREMENT	\$5,346
	VSRS/LIFE INSURANCE	\$271
	TOTAL BENEFITS	\$14,219
	<b>OPERATIONS EXPENSES</b>	
	INSURANCE & BONDING	\$7,200
	PRINTING & REPRODUCTION	
	ADVERTISING & PROMOTION	\$8,000
	MARKETING	\$3,000
	CONTRACT SERV. MARKETING	\$10,000
	EDUCATION & TRAINING	\$300
	CLEANING SUPPLIES	\$2,500
	SUPPLIES, MATERIALS	\$3,400
	OFFICE EQUIPMENT	\$1,700
	OFFICE SUPPLIES	\$2,900
	CONTRACTUAL SERVICES	\$8,800
	ELECTRIC UTILITY	\$18,000
	PROPANE	\$6,500
	TELEPHONE	\$1,500
	INTERNET	\$1,500
	ACCOUNTING FEES	\$0
	LEGAL FEES	\$0
	BANK FEES	\$750
	MEMBERSHIPS & DUES	\$500
	TRAVEL & MEALS	\$500
	EVENTS EXPENSE	\$6,400
	RENT TO GENERAL FUND	\$0
	TRANSFER TO CENTER LT RESERVE	\$0
	TOTAL EXPENSES	\$83,450
	<b>CAPITAL IMPROVEMENTS</b>	
	HVAC OVERHAUL	\$213,000
	INTERIOR PAINTING	\$5,000
	AUDIO VISIUAL SYSTEM O/H	\$53,800
	KITCHEN RENOVATION	\$31,023
	TOTAL CAPITAL IMPROVEMENTS	\$302,823
	<b><i>CENTER TOTALS</i></b>	<b><i>\$438,194</i></b>

**Summary**

<b><u>EXPENDITURE TOTALS</u></b>		
		<b>FY23</b>
<i>GENERAL GOVERNMENT</i>		<b>\$1,903,404</b>
<i>EMERGENCY SERVICES</i>		<b>\$1,198,226</b>
<i>PUBLIC WORKS</i>		<b>\$1,366,281</b>
<i>MOSQUITO CONTROL</i>		<b>\$133,838</b>
<i>ROADS</i>		<b>\$742,722</b>
<i>POLICE</i>		<b>\$1,241,208</b>
<i>DISPATCH</i>		<b>\$293,468</b>
<b>TOTAL GENERAL FUND</b>		<b>\$6,879,147</b>
<b>TOTAL HARBOR FUND</b>		<b>\$1,135,273</b>
<b>TOTAL TROLLEY FUND</b>		<b>\$262,652</b>
<b>TOTAL WATER FUND</b>		<b>\$1,144,400</b>
<b>TOTAL CENTER FUND</b>		<b>\$438,194</b>
<b>TOTAL EXPENDITURES</b>		<b>\$9,859,666</b>

<b><u>REVENUE TOTALS</u></b>		
<b>TOTAL GENERAL FUND</b>		<b>\$6,879,147</b>
<b>TOTAL HARBOR FUND</b>		<b>\$1,135,273</b>
<b>TOTAL TROLLEY FUND</b>		<b>\$262,652</b>
<b>TOTAL WATER FUND</b>		<b>\$1,144,400</b>
<b>TOTAL CENTER FUND</b>		<b>\$438,194</b>
<b>TOTAL REVENUES</b>		<b>\$9,859,666</b>

**Mayor and Council Comments**

Councilman Taylor commented that it's great to have conservative staff that doesn't waste. He feels they're doing a good job. They are blessed to have the visitors still coming to the Island with the gas prices and asked everyone to be extra kind to them.

Councilman McComb congratulated the Lady Ponies Softball Team for winning the district title. He looks forward to the playoffs.

Vice Mayor Bott congratulated the students that participated in the Student Government Day. He would like them to stay involved. He added that getting involved at an early age is important, not just for themselves, but for the community.

Councilwoman Bowden agreed. She stated that you learn a lot and can take it with you for the rest of your lives. She is also proud of the Lady Ponies Softball Team. She advised how great they are to have all the girls' teams win the district championships this year. She commented that Town Manager Tolbert and staff did a great job with the budget. She doesn't know what to

do about the e-scooters. She advised that every day she is getting complaints about them as they aren't following the rules of the road. She suggested having the officers to stop the kids to remind them of the rules. She fears that someone will be hurt with the influx of the people coming. She concluded with "Go Yankees!"

Councilwoman Richardson also commented on the e-bikes that are whipping in and out of traffic on and off the sidewalks and not following the rules of the road. She saw one almost cut out a parent pushing her child in a stroller. She feels they don't mean harm, but someone will be injured. She commented further. She also reviewed the rules to ride the e-bikes. She is also very proud of the schools and students. She stated that when they come back, after college and we see what they've done with their lives, it means a lot. She apologized that she was unable to attend the Student Government Day due to work responsibilities. She also thanked Mrs. Farrell for allowing them to participate.

Mayor Leonard feels the e-scooters will be trouble because they're easy for the parents to turn them loose. He added that they can preach the rules, and nothing will happen until there is an accident. He also stated that it's because it is a new technology, the ramifications and rules haven't caught up to it yet. He also commented that he enjoyed the students yesterday. He commented that it's their island and they should make it what they can. He stated that they want to break out the different parks. Brianna's Park for smaller children and Memorial Park for teens. He added that they also didn't want bicycles to be allowed on the Causeway.

Town Manager Tolbert advised he had a request from a student to increase the speed limit on the Island to 40mph.

Mayor Leonard added that the softball state tournament will be here next week, and he encouraged everyone to show their support. He concluded with "Roll Tide".

**Closed Meeting in Accordance with §2.2-3711 (A) (5,7) of the Code of Virginia to discuss prospective business opportunities and pending legal matters.**

**Councilwoman Bowden motioned, seconded by Councilwoman Richardson to go into a closed meeting in accordance with §2.2-3711 (A) (1 & 5) of the Code of Virginia to discuss perspective business opportunities and personnel matters. Unanimously approved.**

**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 Councilwoman Richardson in accordance with §2.2-372 (D) of the Code of Virginia that the Council certify that to the best of each Council Member's knowledge.**

**(1) only public business matters lawfully exempted from opening meeting requirements under this chapter and only such public business matters were identified in the motion by which the closed meeting was convened, were heard, discussed, or considered. Unanimously approved.**  
**Ayes: Bott, Bowden, McComb, Richardson, Savage, Taylor**

**Nays: None**  
**Absent: None**

**Adjourn**

**Councilwoman Bowden motioned, seconded by Councilwoman Richardson to adjourn.**  
**Unanimously approved.**

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J. Arthur Leonard, Mayor

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Michael T. Tolbert, Town Manager

# Town of Chincoteague, Inc.



TO: Mayor Leonard and Members of Council

FROM: Michael Tolbert, Town Manager

DATE: June 6, 2022

SUBJECT: Employee Health Insurance

USI, our Health Insurance broker, notified the Town on May 3 of an impending increase in health insurance rates for FY23. As you know, the Town offers 2 main plans to employees, both by Anthem, a PPO (Preferred Provider Organization) and an HSA (Health Savings Account). Both plans are slated to increase by 12% for FY23.

USI cited the following reason for the increase;

*“A third quarter average pool increase of 15.5% and increases in overall utilization and claims expenses incurred this past year from medical and pharmacy related services.”*

However;

*“The Town is receiving a slightly better than average renewal as a result of their lower-than-average experience compared to the pool.”* and the Town *“had no high dollar claimants over the \$50K Stop Loss Limit.”*

Our USI representative cited other small employers (under 100 employees) who are slated to receive increases of 25%-40% this year mostly due to high dollar claims. This 12% increase translates to an overall increase from FY22 of \$50,723. The currently approved FY23 budget accounts for a 5% or \$21,148 increase bringing the total net increase to the approved budget of \$29,575.

At our request, USI bid our coverage to other major health care providers including Aetna, Optima Health, United Health Care and Cigna. Of the 4 additional providers, all declined to provide a quote citing the inability to be competitive on the same or similar coverage.

## Town of Chincoteague, Inc.

USI did provide 2 alternative Anthem plans for us to consider. Both reduced related costs to the Town but likewise increased the burden on employees by increasing deductibles and out of pocket costs. The most palatable of the 2 plans would reduce the net increase to \$12,752 however would double both individual and family deductibles as well as increasing total out of pocket costs.

To provide perspective, increases over the last four years are below.

FY19 – 10.9%  
FY20 – 0%  
FY21 – 1%  
FY22 – 0%  
FY23 – 12%

Budgeting for increases in health insurance costs is difficult due to the industry's insistence on delaying renewal estimates for small employers until May each year when our new budget is complete and ready to be adopted. For this reason, it is necessary to assume an increase during the budget process. In each of these past 5 years, increases of between 5% and 12 % were assumed during the budget process.

To compensate for this less-than-ideal situation, I would suggest the following procedure moving forward.

- The budget proposal would assume an annual increase of 5% in health insurance.
- We would create a reserve account for employee medical insurance. In years when the increase was less than 5% the difference would be deposited to this reserve account. The balance in this account would be used in years when the increase exceeded the 5% assumed increase. This scheme would help even out and provide some consistency to the process.
- Offer a wider range of plans including some at lower costs and share the savings with our employees to encourage our employees to move to less expensive plans.
- Continue to bid coverage annually with other major health care providers.

**Council is asked to consider renewal of the existing health care plans at the above stated rates.**



**Executive Session Motion:**

**Closed Meeting Motion:**

I will entertain a motion that the Council convene a closed meeting pursuant to Sec. 2.2-3711 A5,7 Code of Virginia for discussion of potential business opportunities and pending legal matters.

**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 Committee 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*