

Attendance:

<b>Council:</b>	<b>Staff:</b>	<b>Public:</b>
Mayor Larry LeMond	Clerk- Stacey Sparrow	10
Vice-Mayor Robert 'Bo' Lewis	Building & Code- Warren Wisneski	
Councilman Barry Downing		
Councilman Matthew Yancy		
Councilman Greg Hardesty		
Councilwoman Jackie Davis		
Councilwoman Norma Spencer		

Call to Order- 7pm

Invocation- Barry Downing

Pledge of Allegiance

Approval of Agenda- Motion to approve from Bo Lewis 2<sup>nd</sup> Norma Spencer, unanimous.

Approval of Minutes- Motion to approve 10/24/18 Minutes and 11/7/18 Minutes from Barry Downing 2<sup>nd</sup> Greg Hardesty, unanimous.

Public Hearing- Budget Amendments

Mayor LeMond opened the public hearing on budget amendments.

There was no public comment on the amendments.

The public hearing was closed.

A motion to approve the amended budget was made by Bo Lewis 2<sup>nd</sup> Norma Spencer, unanimous.

Town Clerk Report- Stacey Sparrow

~Thank you to all who assisted with the park clean up and spreading the mulch.

~ On November 2<sup>nd</sup> Mayor LeMond and I closed the refuse account and merged the funds with the general fund and it is now reflected in the reports.

~The VML Risk management grant funds that were applied for were received for the mulch that was purchased

Building & Code Report- Warren Wisneski

The November 8<sup>th</sup> court date for Ben Burton and the dump site on Wilson Court had an outcome of Ben being found guilty of the charges. There were four charges prosecuted. The court ordered Mr. Burton to have the lots cleaned up by January 17<sup>th</sup>, 2019. If the lots are not cleaned by January 17<sup>th</sup> all fines invoked will have to be paid by Mr. Burton.

**Public Comment #1**

Mike Killebrew, N. Bayside Road

In the Cape Charles Mirror the bike path to Cheriton or Cape Charles is being discussed. The options to have it cross at the existing Cape Charles Traffic Light or to have it cross near the Food Lion/ Dollar General complex. If you would like to see the path benefit Cheriton then please write a letter to VDOT regarding your support of the cross over near the food lion complex.

Bruce Nutter, Maple Drive

No one was present from Cheriton at the county meeting to represent Cheriton regarding the bike path coming in to town.

Scott Berger, Mill Street

I support the bike path to Cheriton.

Danielle Romeo, Mill Street

The Cheriton Volunteer Fire Company held training this past Saturday; we have four new people that will be attending fire academy in January. The fire department is always looking for volunteers especially to help out with the bingo game on Tuesday night.

Also a big Thank You to Lee Goldman with PAPA for allowing the fire department to use the fire training academy to teach our volunteers. She is a huge asset to the community and it is a great benefit and powerful training tool.

Closed Public Comment

Old Business:

FEMA Update- The CAV appointment is scheduled for Wednesday December 5<sup>th</sup> starting at 9:30 am to go over our existing flood plain ordinance as well as walk the property that is in the Flood zone, to check for existing structures.

PAPA/Goldman Lease

Larry LeMond- Ms. Goldman what is the update regarding the install of the propane burning system?

Lee Goldman (PAPA) - 1. I had to apply for USDA funding and should have a answer in January regarding that funding.

2. The project has been built but delayed because of the hurricane and staff needing to go in to help with that.

3. The cost has been a lot larger than originally expected.

Norma Spencer- What is your fall back plan if the USDA loan does not come through?

Lee Goldman- Currently we do not have a backup plan. This is going to cost over \$100,000.00 and on top of that we have had some very costly repairs to the existing structure. Also I have a ½ million dollar loan to repay for the existing structure.

Larry LeMond- What is the status on the welding school that was previously approved?

Lee Goldman- Have decided to not do the welding because it would only be 1 class 1 time per week and the cost benefit is not feasible to have it.

Matthew Yancy- So will the propane burning unit happen when the funding is available?

Lee Goldman- Yes, it will happen when it is available.

Larry LeMond- We will remove the welding school from the lease if it is no longer needed.

Barry Downing- The facility is a very good useful facility that is maintained correctly.

Lee Goldman- Currently we are only holding 1 to 2 classes per week for a maximum of 2 hours per class.

Eddie Stockton- The school has been a asset to the fire department and the community. Currently the classes only last about 30 minutes per class and are at

maximum 2 times per week. It is also a training tool to all station 14 members. It has been a very good thing for the community.

Matthew Yancy- Why was the decision made for her to switch to propane?

Larry LeMond- Concerned citizens complaining of the smoke causing health problems.

Norma Spencer- The pallets that are being burned are a concern what are they made of?

Lee Goldman- There are no chemicals used in the pallets that we receive, they are previously used to transport computers and copiers then donated.

Matthew Yancy- When the decision was made were any other factors taken into consideration besides the complaints? What factors were considered originally when she wanted to do propane? I think moving forward we need to take everything into consideration before a decision is made. I think we need to be more knowledgeable on the subject before we put more pressure on to switch over to propane.

Greg Hardesty- I think we should table it for 90 days to find out about the USDA loan.

Jackie Davis- Is the grant going to cover 100% of the install for the propane unit?

Lee Goldman- it will be a loan not a grant.

Danielle Romeo- A benefit is that we had a five minute response time to a incident in town because of training in the facility.

Warren Wisneski- Insurance rate are dependent on fire resources.

Nancy Brauer- Can something be posted with the dates and times the class will be burning the pallets to let the citizens know?

Eddie Stockton- Every Wednesday at 10am is when we burn.

We have equipment installed in our facility that Lee has installed and given us use of that we could never have without her including a cascade air bottle filling station and a washing machine to wash the carcinogens out of our gear after we are done with a house fire.

Larry LeMond- do we want to change the rental rate?

Barry Downing- We are supposed to have a 3% increase but in the 9 years that she has been here we have only had one increase, her rate started at 500 and is now only at 540.00.

I think also that we need to be fair to all parties including Lee and the citizens.

Norma Spencer- I think Greg's idea of tabling until more information is given is what we should do.

Jackie Davis- How much is being asked for the loan?

Lee Goldman- \$125,000.00

Jackie Davis- What is the cost of the pallets that are being burned?

Lee Goldman- 0, they are being donated.

Matthew Yancy- I would like to see a plan, that if the loan is awarded what will happen and have a timeline to submit to council at the January meeting. A timeline to work with would be beneficial in the decision making process.

Barry Downing- Agreed, we should table until January for further review.

Bruce Nutter- Are you definitely making her go with the propane option.

Larry LeMond- yes, it was decided at the May 2018 meeting.

A motion to table to discuss in January with Lee being present and bringing a plan to review was made by Norma Spencer, 2<sup>nd</sup> by Greg Hardesty and unanimous.

#### New Business-

FOIA Policy- Larry LeMond- the town does not currently have a policy for FOIA request and I would like to propose the town adopt the counties FOIA policy. In this new policy it allows the town to charge for copies and labor rates for employees' who have to work on the requests for longer than 30 minutes.

After a brief discussion Councilwoman Jackie Davis made the motion to adopt the County of Northampton's FOIA Policy with changes that pertain to the town. It was second by Bo Lewis and was unanimous.

A motion by Barry Downing to charge for any work over 30 minutes be charge at the staff wage, it was second by Norma Spencer and unanimous.

Matthew Yancy- I would like to propose we come up with a policy for audio recordings for our meetings.

Jackie Davis- need to check the state retention records schedule for how long those would need to be kept.

Matthew Yancy- I will investigate and work on a policy to present for the council to review.

Committee Reports:

1. Human Resources Committee (HR)

Jackie Davis- Myself and Matt are currently reviewing our current policy and updating it to make sure it is in compliance with current labor laws. Once a draft is complete it will come before the council for review.

2. Maintenance Committee-

Larry LeMond- we currently have an opening on the maintenance committee since Wesley Travis' resignation. I would like to put Greg Hardesty on that Committee.

Drainage Discussion- Warren Wisneski

I have walked the ditches behind the office and see no evidence of flooding in that area. There is overgrowth and some accumulated house refuse in the area that if cleaned up would help the water flow better.

An open discussion between board and citizens was had about drainage around town and areas of concern. Any concerns that should be handled by VDOT will be sent in with a request other issues will be looked at on a case by case basis for remediation.

Public Comment #2

Danielle Romeo, Mill Street-

Jackie Davis spoke about looking into grants and I was wondering how that was coming along.

Jackie Davis- I have looked at some grants but have not found anything fitting for the town yet.

End Public Comment

The next meeting of council will be held on Wednesday, December 19<sup>th</sup>, 2018 at 7pm in council chambers.

A motion to adjourn was made by Bo Lewis, 2<sup>nd</sup> Norma Spencer, unanimous.

Meeting Ended at 9:18pm.

