

Proposed MEETING MINUTES
Meeting of Eastville Town Council
October 7, 2013

Council Members Present: Todd Simpson, Eleanor Gordon, Nancy Mulligan, John Crockett, Ben Fox

Council Members Absent: Edgar Sturgis

Town Employees Present: Sgt. David Eder: Police Chief, Linda Zeiger: Bookkeeper, Jack Wescoat: Town Counsel, Jonny Stevenson: Town Clerk

At 7:07PM Mayor Jim Sturgis called the meeting to order. The mayor called for a motion to accept the minutes from the September meeting. **Councilman Simpson moved to accept the minutes with the stated changes. Councilman Fox seconded. The motion passed unanimously.**

FINANCIAL REPORT: Linda Zeiger, Bookkeeper reported there was no report available this month as the transition on the software was taking place. Councilwoman Nancy Mulligan stated the new bank account for the water system can now be opened. She will be meeting at the PNC bank tomorrow to get the new signature cards. Councilwoman Mulligan presented to the Council the letter needed by the bank stating the wish of the Council to open the account with the agreed upon persons for the signature card, Mayor Jim Sturgis, Linda Zeiger: Bookkeeper, Councilman Edgar Sturgis, and Councilwoman Nancy Mulligan. **Councilman Simpson moved to accept the letter to PNC bank requesting a new account for handling the town water funds.**

Councilwoman Gordon seconded. The motion passed unanimously.

POLICE REPORT: Sgt. Eder presented the police reports for the month to the Council. He also gave an update on the funds from tickets and the lag of funds from the State of Virginia. Councilman Simpson suggested a locked cabinet be purchased for the police department. Sgt. Eder agreed to look into the options.

MAYORS REMARKS: Mayor Sturgis requested to make a few remarks before getting to the business at hand. He stated he had declined to attend the groundbreaking of the new Riverside Hospital in Onley, Va. He also requested that he would like to give the Town Clerk and the Town Bookkeeper Monday to work uninterrupted by Council. Mayor Sturgis felt with the limited hours of the town office, one day needed to be set aside for them to get their regular duties completed. He stated that on the Wednesday office hours, Council could feel free to come in and interact with the employees.

OLD BUSINESS

- 1. DEQ:** Mayor Sturgis read the latest Draper Aden report #18 on the update of the DEQ water permitting process. It stated things were on schedule. Mayor Sturgis then went over the water sampling procedures for the town and discussion ensued.
- 2. TOWN CHARTER:** Mayor Sturgis stated that our Town Charter needs to be reworked as it is not within State mandates. The committee will meet and update the Charter for presentation to the Council.

- 3. OLD JAILS:** Mayor Sturgis read the Council the letter from the Northampton County Board of Supervisors that was in response to our letter requesting an extension on the Old Jails timeline. Their letter stated they were tabling the request for now. Mayor Sturgis also reported he had contacted the Northampton Building Department for the necessary forms needed for any work done for the Old Jails construction.
- Councilwoman Mulligan presented the Council with updated pictures of the jails to better understand the work needed to be done immediately. It was determined by the Council that the original columns for the porches were in storage. Mulligan agreed to talk with several contractors about looking at the project to get some idea of what would need to properly complete the restorations immediately needed. It was suggested that Michael Brickhouse be contacted about tidying up around the buildings. **Councilwoman Mulligan moved to get some bids from various contractors for the small job on the jails needing immediate attention. Councilman Crockett seconded. The motion passed unanimously.** Mayor Sturgis then read a letter from Eyre Baldwin requesting whether the Town wants the Baldwin family to help with the Old Jails, or if they did not need their help. After much discussion, the Council was very appreciative of their interest in the Town and the Court Green and the Old Jails. They were very much in agreement that they would appreciate any help the Baldwin family felt they would be willing to offer. Mayor Sturgis agreed to notify them of the discussion and decision. Councilwoman Mulligan felt strongly that the Town needs to begin an initiative to raise funds for the buildings and promote it as saving the historic court green.

At 8:10, Mayor Sturgis requested a closed session to discuss employees in accordance with Section 2.2-3711 of the Code of Virginia of 1950, as amended:

Paragraph 1: Discussion or consideration of employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees or employees of any public body.

Paragraph 7: Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

Roll Call was taken stating that only issues covered under that section would be discussed in the closed session:

	<u>AYE</u>	<u>NAY</u>
Todd Simpson	X	
John Crockett	X	
Eleanor Gordon	X	
Nancy Mulligan	X	
Ben Fox	X	

Mayor Sturgis declared the closed session ended at 8:26. A Roll Call was taken stating that only the topic mentioned was discussed during closed session:

	<u>AYE</u>	<u>NAY</u>
Todd Simpson	X	
John Crockett	X	
Eleanor Gordon	X	
Nancy Mulligan	X	
Ben Fox	X	

NEW BUSINESS

- 1. AUDIT HOURS:** Councilwoman Mulligan moved to allow Linda Zeiger, Bookkeeper, to work as long as necessary , not to exceed 20 additional hours per week, to make the transition to the new software with Edmunds & Associates at a rate of \$16.00 per hour. Councilman Simpson seconded. The motion passed unanimously.
- 2. TOWN PARK ELECTRICITY:** Mayor Sturgis stated that he and several Council members had complaints about the new surround on the newly installed electrical service at the Town Park. All agreed, the surround needed to have three sides. It was agreed to contact the contractor and have additional sides installed. Also noted was the observaion there was only one electrical receptacle installed. The Council would like to have more. Councilwoman Mulligan agreed to contact the contractor. Mayor Sturgis would also like to have a padlock installed on the electrical box.
- 3. TOWN COMPUTER:** Linda Zeiger, Bookkeeper, reported she has been unable to access her webmail for some time now. It was decided that ESV.NET would be contacted to set up a new email address for Linda. Jonny Stevenson, Town Clerk, reported that her computer was fine when she left work this afternoon, but that now she seemed to be locked out with a virus. Councilman Fox checked and found everything had been encrypted and a ransom was being requested. The clerk agreed to pursue the issue.
- 4. CHRISTMAS TREE LIGHTING:** Councilwoman Gordon reported she had spoken to the new proprietor of The Eastville Inn, Brendt Schmidt, about whether the Town could use the Inn again this year for their celebration. The dates available were Sunday, December 1 or Monday, December 2. The Council agreed to try a Sunday evening this year to see how a weekend worked. Therefore, December 1, 2013 at 5:30pm at the town park was chosen for the event.
- 5. TOWN-WIDE YARD SALE:** Jonny Stevenson, Town Clerk, reported the upcoming second annual town-wide yard sale was coming up. It was decided to allow residents and out-of-town people to set up on the Town Park at \$10.00 per table. Councilman Simpson suggested we place an ad for the event in the paper.
- 6. NEW PROPOSED COUNTY ZONING:** Mary Miller, a concerned citizen, reported a new “at large” planning commissioner had been appointed, Jacqueline Chatman. She also stated that the new proposed County Zoning changes were available and that the Town should have a copy to study how it affects the Town. There are many changes including the town edge and changes to high-density zoning that might be of interest to the Town. She also reported there would be public education meetings that our residents and the Council should attend.

At 9:00pm Councilman Crockett moved to adjourn. Councilman Simpson seconded. It was unanimous.

Respectfully submitted,

Jonny Stevenson, Town Clerk