

**Town of Onancock  
Town Council Meeting  
October 22, 2018  
7:00 p.m.**

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Consideration and Approval of the Regular Town Council Minutes from the September 24, 2018 Meeting.
4. Public Business
  - a. Public Hearing: Condemnation Ordinance - Town Manager William Kerbin
  - b. Presentation by Robert Bridgham, Eastern Shore Broadband Authority
  - c. Procurement Policy Approval – Town Manager William Kerbin
  - d. Resolution: Grant Approval Allowing the Town to Obtain Financial Assistance from the USDA-Rural Development For a New Police Vehicle – Town Manager William Kerbin
  - e. Update on Year-Round Bathroom Access at the Wharf – Town Manager William Kerbin
5. Public Comment
6. Planning Commission Report – Councilmember Robert Bloxom
7. Waterfront Committee Report – Councilmember Robert Bloxom
8. Personnel Committee Report – Councilmember Catherine Krause
9. Holiday Committee Report –
10. Mayor’s Report – Mayor Fletcher Fosque
11. Town Manager’s Report – Mr. William Kerbin
12. Council Comments
13. Closed Session- if needed
14. Adjourn

Town of Onancock  
Town Council Meeting  
September 24, 2018  
7:00 p.m.

Call to Order and Roll Call:

Mayor Fosque called the meeting to order and roll was called. Mayor Fletcher Fosque and Councilmembers Robert Bloxom, Joy Marino, Ray Burger, Maphis Oswald and Joshua Bundick were present. Councilmember Catherine Krause was absent. A majority of members were present and a quorum was established.

The Pledge of Allegiance was recited.

Consideration and Approval of the Regular Town Council Minutes from the August 27, 2018 Meeting and the September 10, 2018 Town Council Work Session Meeting:

Mayor Fosque asked for any corrections or edits to the minutes as submitted.

Councilmember Bloxom asked that the Mayor's name on page one of the August 27, 2018 minutes be corrected and that the word deed on page one of the September 10, 2018 minutes be replaced with the word plat.

*Councilmember Bloxom made a motion to approve the minutes as amended. Councilmember Oswald seconded the motion. The motion passed by unanimous voice vote.*

Mayor Fosque announced that the Town will have a booth at the Parksley Golden Spike Railroad Festival which is to be held on October 6, 2018. Mayor Fosque also shared that the Onancock Main Street Initiative group will be having a kick-off event on October 22, 2018 at the Historic Onancock School from 4 p.m.- 7 p.m. Lastly, Mayor Fosque shared that the CBES bike tour which begins and ends in Onancock will be held on October 27, 2018. The Historic Onancock School will be holding an event directly following the race.

Public Business:

- a. Amended Resolution in Opposition to Offshore Drilling off the Coast of the Eastern Shore of Virginia – Mayor Fletcher Fosque  
Mayor Fosque explained that the amendment to the Resolution was to include the Town's opposition to seismic testing.

Councilmember Bloxom made a motion to approve the amended Resolution. Councilmember Marino seconded the motion. The motion passed by unanimous voice vote.

Councilmember Bundick abstained.

- b. Approval of the Wharf Parking Lot Paving Contract – Mayor Fletcher Fosque  
Mayor Fosque explained the contract to Council, sharing that the Town will be reimbursed 75% of the project costs due to designated grant funds.

Councilmember Bundick suggested that the project be inspected upon completion.

Ms. Ann Nock, suggested that the Town take the opportunity to insulate the water pipes under the parking lot during the repaving so that the restrooms at the wharf can remain open year-round.

Council discussion followed.

*Councilmember Bloxom made a motion to approve the proposal from Paving Contractor, LLC in the amount of \$48,000 to resurface the wharf parking lot. Councilmember Burger seconded the motion. The motion passed by unanimous voice vote.*

- c. Capital Improvement Projects Plan – Mayor Fletcher Fosque  
Mayor Fosque reviewed the capital improvement projects plan with Council. Some items that were already completed were removed from the plan while others were added.

Council discussion followed.

Mayor Fosque suggested that the Planning Commission also review the revised capital improvement projects plan.

- d. Queen Street Improvements – Mayor Fletcher Fosque  
Mayor Fosque asked Council if they should table this discussion until a more comprehensive plan is put together. Councilmember Bloxom agreed although expressed interest in eliminating the five parking spots by the old Charter Communications building sooner rather than later.

Council discussion followed.

At the conclusion of the discussion, Mayor Fosque stated that he would direct the Town Manager to get in touch with the Virginia Department of Transportation about eliminating those five parking spots.

- e. Addition, Stephen Johnsen, Presentation re: Regional Sewer Project (this item was not listed on the original agenda): Mayor Fosque shared that Mr. Johnsen was here to update Council on the Regional Sewer Project. Mr. Johnsen reviewed the potential financial impact this project would have on the Town. Mr. Johnsen stated that the next step in making this project a reality would be to have an engineering study done. This study would help identify the timeline and cost of the project. It is projected that the study will cost anywhere from \$75,000 to \$95,000. Mr. Johnsen explained that they are asking all the affected localities to contribute \$10,000 to help fund the study.

Council discussion followed. Mayor Fosque asked Council to give this request a tentative okay until the budget can be reviewed.

*Councilmember Oswald made a motion to appropriate \$10,000 for the study, pending that the funds can be found within the current year's budget. Councilmember Marino seconded the motion. The motion passed by unanimous voice vote.*

Public Comment:

Mr. Greg Smith, Parker Street, asked Council to reevaluate the Town's current nuisance ordinance so that it can include the removal of unlicensed recreational vehicles from properties.

Council discussion followed.

Mayor Fosque suggested that the Planning Commission review this issue at their next meeting. Councilmember Bloxom shared that the Town Manager has a draft nuisance ordinance that will be presented to the Planning Commission next month.

Planning Commission Report:

No meeting.

Waterfront Committee Report:

No meeting.

Personnel Committee Report:

No meeting.

Holiday Committee Report:

No meeting.

Mayor's Report:

Mayor Fosque shared that an ad hoc committee for the purpose of town beautification has been formed. Their purpose is to prepare for the Garden Tour which will be held in Town on May 4, 2019. The committee consists of Councilmember Joy Marino, Mrs. Barbara Johnsen, Mrs. Beth Temple, Mrs. Kathy Boyd, Ms. Ann Nock and Ms. Shannon Gordon.

Town Manager's Report:

No report due to Town Manager's, William Kerbin, absence.

Council Comments:

Councilmember Oswald shared how much she enjoyed the National Guard Band concert at the beginning of the month. Councilmember Oswald also thanked Mr. Kerbin and Mrs. Fiege for their assistance with the preparations for the Golden Spike Railroad Festival photo booth.

Closed Session, if needed:

None.

Mayor Fosque shared that Mr. Rupert Gonzalez has been hired as the Town's newest street crew member.

Adjourn:

*Councilmember Bloxom made a motion to adjourn. Councilmember Bundick seconded the motion. The motion passed by unanimous voice vote.*

The meeting adjourned at 8:23 p.m.

---

Fletcher Fosque, Mayor

---

Lisa Fiege, Deputy Clerk

**SUGGESTED MOTION:** Mr. Mayor, I move that the Onancock Town Council approve the attached condemnation ordinance and adopt the ordinance as part of the Town of Onancock Code.

**AGENDA**                      **TOWN COUNCIL**                      **October 22, 2018**

**SUBJECT:** Approval and adoption of a condemnation ordinance

**RECOMMENDATION:** Staff recommends approval and adoption of the condemnation ordinance

**TIMING:** Current

**DISCUSSION:** To follow-up from previous Town Council discussions regarding vacant and dilapidated structures, staff has attached a condemnation ordinance for your review and approval. The ordinance would grant the Town authority to remove unsafe structures and to charge expenses for that removal to the owner of the property. The Town would only act after the property owner has been provided adequate notice and opportunity to address the unsafe structure. Based on consultation with the Town Attorney, this ordinance does not need to be reviewed by the Planning Commission.

**Staff:** Bill Kerbin  
Town Manager

**Attachment:** Condemnation ordinance

**Copy:**

AN ORDINANCE TO CREATE SECTION 15-11 ARTICLE III OF THE ONANCOCK TOWN CODE IN ORDER TO ESTABLISHED A PRECEDENT FOR THE REMOVAL, REPAIR OR SECURING OF BUILDINGS AND OTHER STRUCTURES BY THE TOWN.

SEC. 15-11 ARTICLE III. UNSAFE BUILDINGS

Removal, repair or securing of buildings and other structures.

(a) The owners of property in the town shall, at such time as the town council may prescribe, remove, repair or secure any building, wall or any other structure which might endanger the public health or safety of other town residents.

(b) The town, through its own agents or employees, may remove, repair or secure any building, wall or any other structure which might endanger the public health or safety of other town residents if the owner and lien holder of such property, after reasonable notice and a reasonable time to do so, have failed to remove, repair or secure the building, wall or other structure. For purposes of this section, repair may include maintenance work to the exterior of a building to prevent deterioration of the building or adjacent buildings. For purposes of this section, reasonable notice includes a written notice (i) mailed by certified or registered mail, return receipt requested, sent to the last known address of the property owner and (ii) published once a week for two successive weeks in a newspaper having general circulation in the locality. No action shall be taken by the town to remove, repair or secure any building, wall or other structure for at least 30 days following the later of the return of the receipt or newspaper publication.

(c) If the town, through its own agents or employees, removes, repairs or secures any building, wall or any other structure after complying with the notice given under this section, the cost or expenses thereof shall be chargeable to and paid by the owner of such property and may be collected by the town in the manner taxes are collected.

(d) Every charge authorized by this section with which the owner of any such property has been assessed and which remains unpaid shall constitute a lien against such property ranking on a parity with liens for unpaid local taxes and enforceable in the same manner as provided in Code of Virginia, §§ 58.1-3940 et seq. and 58.1-3965 et seq. The town may waive such lien in order to facilitate the sale of the property. Such lien may be waived only as to a purchaser who is unrelated by blood or marriage to the owner and who has no business association with the owner. All such liens shall remain a personal obligation of the owner of the property at the time the liens were imposed.

APPROVED:

\_\_\_\_\_  
Robert Bloxom, Vice-Mayor

ATTEST:

\_\_\_\_\_  
Lisa Fiege, Deputy Clerk

The foregoing Ordinance was approved at the Regular Meeting of the Town Council of the Town of Onancock, Virginia, conducted of October 22, 2018, upon the following recorded vote:

Robert Bloxom	Yes/No	Ray Burger	Yes/No
Joy Marino	Yes/No	Maphis Oswald	Yes/No
Catherine Krause	Yes/No	Joshua Bundick	Yes/No

\_\_\_\_\_  
A Public Hearing on the above Ordinance was held on October 22, 2018, having been advertised in the *Eastern Shore News* on \_\_\_\_\_, 2018. The Ordinance was enacted at the Regular Meeting of the Town Council held October 22, 2018.  
\_\_\_\_\_

**PUBLIC HEARING  
TOWN COUNCIL  
TOWN OF ONANCOCK, VA  
OCTOBER 22, 2018**

The Town Council for the Town of Onancock, VA will conduct a public hearing on Monday October 22, 2018 *at 7:00 p.m.*, in the Town Council Chambers located at 15 North Street, Onancock, VA 23417, to consider an amendment to the Town Code of Onancock for the following:

**Sec 15-10 ARTICLE III. UNSAFE BUILDINGS\***

**Removal, repair or securing of buildings and other structures.**

- (a) The owners of property in the town shall, at such time as the town council may prescribe, remove, repair or secure any building, wall or any other structure which might endanger the public health or safety of other town residents.
- (b) The town, through its own agents or employees, may remove, repair or secure any building, wall or any other structure which might endanger the public health or safety of other town residents if the owner and lien holder of such property, after reasonable notice and a reasonable time to do so, have failed to remove, repair or secure the building, wall or other structure. For purposes of this section, repair may include maintenance work to the exterior of a building to prevent deterioration of the building or adjacent buildings. For purposes of this section, reasonable notice includes a written notice (i) mailed by certified or registered mail, return receipt requested, sent to the last known address of the property owner and (ii) published once a week for two successive weeks in a newspaper having general circulation in the locality. No action shall be taken by the town to remove, repair or secure any building, wall or other structure for at least 30 days following the later of the return of the receipt or newspaper publication.
- (c) If the town, through its own agents or employees, removes, repairs or secures any building, wall or any other structure after complying with the notice given under this section, the cost or expenses thereof shall be chargeable to and paid by the owner of such property and may be collected by the town in the manner taxes are collected.
- (d) Every charge authorized by this section with which the owner of any such property has been assessed and which remains unpaid shall constitute a lien against such property ranking on a parity with liens for unpaid local taxes and enforceable in the same manner as provided in Code of Virginia, §§ 58.1-3940 et seq. and 58.1-3965 et seq. The town may waive such lien in order to facilitate the sale of the property. Such lien may be waived only as to a purchaser who is unrelated by blood or marriage to the owner and who has no business association with the owner. All such liens shall remain a personal obligation of the owner of the property at the time the liens were imposed.

Copies of the above application and site plan are available for review at the Town Office located at 15 North Street, Onancock, VA 23417 during normal business hours. The public is invited to attend these hearings and comment or participate in the proceedings.



Questions or comments may be directed to Mr. Bill Kerbin, Town Manager, at 757-787-3363, or email at [wkerbin@onancock.com](mailto:wkerbin@onancock.com), or at the work address above.

---

TO: Eastern Shore Post

Advertise on the following date: October 13, 2018

Authorized by: Town Manager, Town of Onancock

Bill to: Town of Onancock, VA  
15 North Street, Onancock, VA 23417

**SUGGESTED MOTION:** Mr. Mayor, I move that the Onancock Town Council approve the attached procurement policy effective January 1, 2019 subject to review of the town attorney.

**AGENDA**                      **TOWN COUNCIL**                      **October 22, 2018**

**SUBJECT:** Approval and adoption of the procurement policy.

**RECOMMENDATION:** Staff recommends approval of the procurement policy

**TIMING:** Current

**DISCUSSION:** The Town currently does not have a procurement policy. Based on state law, the town is not required to have a policy since our population is under 3500 residents. This policy would provide the following benefits to procuring goods, services and contracts: 1) ensure that the Town is securing the best price for goods and services; and 2) removes potential for appearance of political favoritism. I have attached a procurement policy for your review and approval. If approved, I will submit the policy for review by the Town attorney.

**Staff:** Bill Kerbin  
Town Manager

**Attachment:** Procurement policy

**Copy:**

# **PROCUREMENT POLICY**

## **CHAPTER 1 - GENERAL PROVISIONS**

### **Section 1 - Title**

This document shall be known as the Town of Onancock Procurement Policy.

### **Section 2 - Organization**

The Town Manager supervises all day-to-day operations for the Town of Onancock. The Town Manager supervises all procurement operations.

### **Section 3 - Responsibility**

The Town Manager is responsible for managing all Town procurement activity and implementing this Procurement Policy. The Town Manager shall utilize modern procurement and supply management techniques and ensure all procurement activity complies with applicable laws and generally accepted professional standards.

### **Section 4 - Duties**

The Town Manager shall adhere to and comply with the rules and regulations consistent with this Policy and the laws of the Commonwealth of Virginia, if applicable, governing the operations of Town Procurement. The Town Manager shall propose amendments to this Procurement Policy from time to time as needed.

The Town Manager shall coordinate procurement procedures among departments by becoming acquainted with the needs of each, assisting in the preparation of specifications, locating the sources of needed products or services and providing follow-up after delivery. Procurement shall review the quality, quantity, and kind of goods and services requested and recommend alternatives, if appropriate.

The Town Manager shall act as the Town's representative on matters pertaining to procurement as defined within this Policy.

The Town Manager shall ensure procurement actions are properly documented and maintain all related records.

The Town Manager shall pursue the implementation of a fully automated and integrated procurement system, including use of electronic media for vendor communications, solicitation, distribution, and e-commerce activities.

### **Section 5 - Cooperative Procurement**

The Town may participate in, sponsor, conduct, or administer a cooperative procurement

agreement with one or more public bodies or agencies of the United States for the purpose of combining requirements to increase efficiency or reduce administrative expenses. Nothing herein shall prohibit the assessment or payment by direct or indirect means of any administrative fee that shall allow for participation in any such arrangement.

## **Section 6 - Definitions**

**Best Value** means the overall combination of quality, price, and various elements of required goods and services that in total are optimal relative to the Town's needs. Procurement shall use best value bid evaluation when procuring certain goods and nonprofessional services when it is in the best interests of the Town to allow factors other than price to be considered in making an award. The factors to be used in making the award and the numerical weighting for each factor are predetermined in a solicitation. Best value bid evaluation factors may include any of the following or other factors determined to be relevant by the Town Manager.

- Quality of the good or service;
- Operational costs incurred by the Town if the bid is accepted;
- Life-cycle costing;
- Reliability of delivery and implementation schedules;
- Maximum facilitation of data exchange and systems integration; warranties, guarantees, and return policy;
- Vendor financial stability;
- Consistency of proposed solution with Town's planning documents and strategic direction;
- Quality and effectiveness of the business solution and approach;
- Industry and program experience;
- Prior record of vendor performance;
- Vendor expertise with projects of similar scope and complexity;
- Consideration of potential product acceptance by all user groups;
- Proven development methodologies and tools; and
- Innovative use of current technologies and quality results.

**Competitive Sealed Bidding** is a formal method of selecting the lowest responsive and responsible bidder. It includes the issuance of a written Invitation for Bid (IFB), public notice, a public bid opening, and evaluation based on the requirements set forth in the IFB. The Town Manager may elect for prequalification of bidders or include a statement of any requisite qualifications of potential contractors in the IFB. Multiple awards may be made when so specified in the IFB. An IFB may be issued to vendors electronically. Bids may be submitted electronically if specifically authorized in the IFB.

**Competitive Negotiation** is a formal method of selecting the top-rated offeror. It includes the issuance of a Request for Proposals (RFP), public notice, evaluation based on the criteria set forth in the RFP and allows negotiation with the top-rated offeror. Any unique capabilities or qualifications required of the contractor shall be set forth in the RFP. An RFP may be issued to vendors electronically. Offers may be submitted electronically if specifically authorized in the RFP.

**Construction** shall mean building, altering, repairing, improving, or demolishing any

structure, building, road, drainage or sanitary facility, and any draining, dredging, excavation, grading, or similar work upon real property.

**Construction Management contract** shall mean a contract in which a party is retained by the owner to coordinate and administer contracts for construction services for the benefit of the owner, and may also include, if provided in the contract, the furnishing of construction services to the owner.

**Design-build contract** shall mean a contract between a public body and another party in which the party contracting with the public body agrees to both design and build the structure, roadway or other item specified in the contract.

**Emergency** shall be deemed to exist when a breakdown in machinery and/or a threatened termination of essential services or a dangerous condition develops, or when any unforeseen circumstances arise causing curtailment or diminution of essential services.

**Firm** shall mean any individual, partnership, corporation, association, or other legal entity permitted by law to practice in the Commonwealth of Virginia; or any other individual, firm partnership, corporation, association, or other legal entity qualified to perform professional services.

**Goods** shall mean all material, equipment, supplies, printing, and automated data processing hardware and software.

**Informality** shall mean a minor defect or variation of a bid or proposal from the exact requirements of the IFB or RFP which does not affect the price, quality, quantity, or delivery schedule for the goods, services, or construction being procured.

**Nonprofessional services** shall mean any service not specifically identified below as a professional or consultant service.

**Procurement transaction** shall mean all functions that pertain to the obtaining of any goods, services, or construction, including description of requirements, selection and solicitation of sources, preparation and award of contracts, and all phases of contract administration.

**Professional or consultant services** shall mean work performed by an independent contractor within the practice of accounting, actuarial services, architecture, land surveying, landscape architecture, law, dentistry, medicine, optometry, pharmacy, or professional engineering. Professional services shall be procured by competitive negotiation.

**Public body** shall mean any legislative, executive, or judicial body, agency, office, department, authority, post, commission, committee, institution, board, or political subdivision created by law to exercise some sovereign power or to perform some governmental duty and empowered by law to undertake the activities described in this policy. Public body shall include any metropolitan planning organization or planning district commission which operates exclusively within the Commonwealth of Virginia.

**Public contract** shall mean an agreement between a public body and a nongovernmental

source that is enforceable in a court of law.

**Public or Town employee** shall mean any person employed by the Town, including elected officials or appointed members of governing bodies.

**Responsible bidder or Responsible offeror** shall mean an individual, company, firm, corporation, partnership, or other organization who has the capability in all respects to perform fully the contract requirements and the moral and business integrity and reliability which will assure good faith performance and who has been prequalified if required.

**Responsive bidder** shall mean an individual, company, firm, corporation, partnership, or other organization who has submitted a bid which conforms in all material respects to the Invitation for Bids.

**Services** shall mean any work performed by an independent contractor wherein the services rendered do not consist primarily of acquisition of equipment or materials or the rental of equipment, materials, and supplies.

**Surplus property** shall mean any property that exceeds the requirements of the entire Town.

**Targeted business** shall mean businesses that are small, locally-owned, locally-operated, or owned by a woman or minority.

**Virginia Public Procurement Act** shall mean those portions of the Code of Virginia, 1950, as amended designated as the Virginia Public Procurement Act.

## **CHAPTER 2 - PROCUREMENT POLICIES**

### **Section 1 - Compliance**

All Town of Onancock procurement transactions shall comply with the Code of Virginia, if applicable, and the Town of Onancock Town Procurement Policy.

### **Section 2 - Procurement Methods**

#### **1-Use of Competitive Sealed Bidding or Competitive Negotiation**

Unless otherwise authorized by law or provided for in this Policy, all Town contracts with nongovernmental contractors for the purchase or lease of goods, or for the purchases of services, insurance or construction shall be awarded after competitive sealed bidding or competitive negotiation.

#### **2-Competitive Sealed Bidding and Competitive Negotiation**

Whenever the Town seeks to procure a good or service estimated to cost more than \$50,000, an Invitation to Bid or a Request for Proposals shall be issued. Best value concepts may not be

considered when procuring construction or professional services. Purchases shall not be split to avoid the \$50,000 limit. An Invitation to Bid shall either be advertised in a newspaper of general circulation or posted in a designated public area at least ten working days prior to the date bids are due. A Request for Proposals shall be advertised once in a newspaper of general circulation at least ten days prior to the date proposals are due. Responses to Formal Sealed Bids and Proposals are secured unopened until the date and time specified in the advertisement.

The Town Manager shall have the authority to waive informalities in bids/proposals, reject all bids/proposals, or parts of all bids/proposals, when in the Town Manager's judgment, the public interest is not served. The Town Manager shall determine the responsibility of a bid or proposal and responsiveness of a bid.

### **3- Construction Management / Design Build Services Procurement Method**

A. In addition to competitive bidding and competitive negotiations, the Town may enter into a contract for construction on a fixed price or not-to-exceed price design-build or construction management basis consistent with this policy and law.

B. Competitive Negotiation – Construction Management / Design Build Services

#### **1. Determination**

a. The Town may enter into a contract for construction on a fixed price or not-to-exceed price design-build or construction management basis in accordance with the Virginia Public Procurement Act (VPPA)

§2.2-4308. Prior to issuing a Request for Proposals for any design-build or construction management project, the Town Manager will document that a) the design-build or construction management contract is more advantageous than a competitive sealed bid construction contract, b) there is a benefit to the Town by using a design-build or construction management contract, and c) competitive sealed bidding is not practical or fiscally advantageous.

#### **2. Evaluation Committee**

a. The Town Manager shall appoint an Evaluation Committee which will include a licensed professional engineer or architect with professional competence appropriate to the proposed project. The licensed professional engineer or architect shall advise the Town regarding the use of design-build or a construction management project and will assist with the preparation of the Request for Proposals consistent with this Policy for competitive negotiation of non-professional services and will assist in the evaluation of proposals. The licensed professional engineer or architect services may be provided under a professional services contract by a qualified person or firm.

#### **3. Selection, Evaluation and Award of Construction Management or Design- Build Contracts.**

a) Design Requirements. The Request for Proposals shall include and define the criteria of the construction project in the areas such as site plans; floor plans; exterior elevations; basic building

envelope materials; fire protection information plans; structural, mechanical (HVAC), and electrical systems; special telecommunications; and may define such other requirements as the Town determines appropriate for the construction project.

b) Selection, Evaluation and Award Factors. Proposal evaluation factors and other source selection criteria shall be included in the Request for Proposals for the specific design-build or construction management project.

c) Selection shall be made of two or more offerors deemed to be fully qualified and best suited among those submitting proposals, based on the factors involved in the Request for Proposals, including price if so stated in the Request for Proposal. Negotiations shall then be conducted with each of the offerors so selected. After negotiations have been conducted with each offeror so selected, the Town shall select the fully qualified offeror which, in its opinion, has made the best value proposal in response to the Request for Proposals, and shall award the contract to that offeror. When the terms and conditions of multiple awards are so stated in the RFP, awards may be made to more than one offeror. Should the Town determine in writing and in its sole discretion that only one offeror is fully qualified, or that one offeror is clearly more highly qualified than the others under consideration, a contract may be negotiated and awarded to that offeror.

Trade secrets or proprietary information provided by an offeror in response to a request for qualifications or a request for proposals shall not be disclosed to the public or to competitors, provided the offeror has invoked protection pursuant to the Code of Virginia § 2.2-4342(F).

d) The Town Manager may promulgate such additional procedures, not inconsistent with the provisions of this section and consistent with the procedures for the procurement of nonprofessional services through competitive negotiations, as deemed necessary and appropriate to effect the selection and evaluation of offerors and the award of design-build and construction management contracts.

#### **4-Sole Source**

Sole source procurement is authorized when there is only one source practicably available for the required goods or services. Competition is not available in a sole source situation; thus, distinguishing it from a situation where the product required is restricted to the manufacturer(s) stipulated, but is sold through distributors and competition between them can be obtained. Sole source justification based solely on a single vendor's capability to deliver in the least amount of time is not appropriate since availability alone is not a valid basis for determining a sole source procurement. All sole source procurement requires Town Manager approval.

#### **5-Emergency**

In case of an emergency, as defined herein, a contract may be awarded without competitive sealed bidding or competitive negotiation; however, such procurement shall be made with such competition as is practical under the circumstances. Except as provided below, approval by the Town Manager shall be required for all emergency purchases. If an emergency occurs at a time other than regular Town business hours, the Department Manager may purchase the required goods or services in an amount not to exceed \$50,000. Emergency procurements over



\$50,000 shall be approved by the Town Manager or designee. The Department Manager shall, not later than the next business day, submit a requisition, tabulation of bids received (if any), delivery record, and a brief explanation of the emergency.

## **6-Small Purchases**

Any procurement not expected to exceed \$50,000 in expenditure of public funds, from any source, may be made in accordance with the following small purchase limits. Procurements from \$500 - \$2,500 may be made upon receipt of one written or verbal quote or proposal. Solicitation of three quotes or proposals are required for purchases of \$2,501 - \$50,000. This requirement may be waived if the purchase involves a state contract.

Award shall be made to the lowest responsive and responsible vendor that supplies a quote or to the offeror which made the best proposal. Procurement requirements shall not be artificially divided so as to constitute a small purchase under this policy. Similar items or services may be combined for formal competition at the Town Manager's discretion.

## **7-Best Value Bid**

The Town reserves the right under very limited circumstances to use best value bidding when procuring certain goods and nonprofessional services when it is in the best interests of the Town to allow factors other than price to be considered in making an award. The factors to be used in making the award and the numerical weighting for each factor are predetermined in a solicitation. Best value bid evaluation factors may include any of the following or other factors determined to be relevant by the Town Manager.

- Quality of the good or service;
- Operational costs incurred by the Town if the bid is accepted;
- Life-cycle costing;
- Reliability of delivery and implementation schedules;
- Maximum facilitation of data exchange and systems integration; warranties, guarantees, and return policy;
- Vendor financial stability;
- Consistency of proposed solution with Town's planning documents and strategic direction;
- Quality and effectiveness of the business solution and approach;
- Industry and program experience;
- Prior record of vendor performance;
- Vendor expertise with projects of similar scope and complexity;
- Consideration of potential product acceptance by all user groups;
- Proven development methodologies and tools; and
- Innovative use of current technologies and quality results.

## **Section 3 - Prequalification**

Prospective contractors may be prequalified for particular types of goods, services, insurance or construction and consideration of bids or proposals limited to prequalified contractors. Any prequalification procedures shall be established in writing and sufficiently in advance of their

implementation to allow potential contractors a fair opportunity to complete the process.

The Town Manager may deny prequalification to any contractor only upon finding one of the following:

a) The contractor does not have sufficient financial ability to perform the contract that would result from such procurement. If a bond is required to ensure performance of a contract, evidence that the contractor can acquire a surety bond from a corporation included on the United States Treasury list of acceptable surety corporations in the amount and type required by the Town shall be sufficient to establish the financial ability of such contractor to perform the contract resulting from such procurement.

b) The contractor does not have appropriate experience to perform the construction project in question.

c) The contractor or any officer, director or owner thereof has had judgments entered against him within the past ten years for the breach of contracts for governmental or nongovernmental construction, including, but not limited to, design-build or construction management.

d) The contractor has been in substantial noncompliance with the terms and conditions of prior construction contracts with the Town without good cause. If the Town has not contracted with a contractor in any prior construction contracts, the Town may deny prequalification if the contractor has been in substantial noncompliance with the terms and conditions of comparable construction contracts with another public body without good cause. The Town may not utilize this provision to deny prequalification unless the facts underlying such substantial noncompliance were documented in writing in the prior construction project file and such information relating thereto given to the contractor at that time, with the opportunity to respond.

e) The contractor or any officer, director, owner, project manager, procurement manager or chief financial officer thereof has been convicted within the past ten years of a crime related to governmental or nongovernmental construction or contracting, including, but not limited to, a violation of (i) Article 6 (§ 2.2-4367 et seq.) of the Virginia Public Procurement Act, (ii) the Virginia Governmental Frauds Act (Virginia Code § 18.2-498.1 et seq.), (iii) Chapter 4.2 (§ 59.1-68.6 et seq.) of Title 59.1 of the Virginia Code, or (iv) any substantially similar law of the United States or another state.

f) The contractor or any officer, director or owner thereof is currently debarred pursuant to an established debarment procedure from bidding or contracting by any public body, agency of another state or agency of the federal government.

g) The contractor failed to provide to the Town in a timely manner any information requested by the Town relevant to items a) through f) above.

#### **Section 4- Contract Approval Authority**

Authorization by the Town Manager shall be required for the award of all contracts less than \$50,000. Authorization by the Town Council shall be required for the award of all contracts over

\$50,000.

### **Section 5- Authority to Amend or Terminate a Contract**

Any Town of Onancock contract that includes provisions for modification of the contract during performance may be amended by the Town Manager. Any single or cumulative increase to a fixed price contract that would result in a new contract amount over \$50,000 requires approval of the Town Council. The Town Manager may terminate any contract for convenience, cause, or non-appropriation of funds in accordance with the contract terms and conditions after consultation with the Office of the Town Attorney.

### **Section 6- Preferences and Tie Bids**

In accordance with the Code of Virginia, Town of Onancock does not grant preferences or set-asides except in the case of tie bids. If all bids are for the same total amount or unit price (including authorized discounts and delivery times) and if the public interest will not permit the delay of re-advertisement for bids, the Town Manager shall be authorized to award the contract to the resident of the Town of Onancock, a tie bidder whose firm has its principal place of business in the Town, or if there be none, to the resident Virginia tie bidder, or if there be none, to the most qualified bidder based on past work experience.

### **Section 7- Vendor Outreach**

The Town Manager is the Town's main contact point with vendors. As such, the Town Manager will pursue outreach activities that may include developing specialized publications and encouraging vendor visits with Office staff.

### **Section 8- Anti-discrimination**

The Town of Onancock conforms, as applicable, to the provisions of the Federal Civil Rights Act of 1964, as amended; the Virginia Fair Employment Contracting Act of 1975, as amended; the Virginians with Disabilities Act; the Americans With Disabilities Act, and Sections 2.2-4310 and 2.2-4311 of the Virginia Public Procurement Act. All bidders/offerors who submit bids/proposals to the Town are required to certify they conform to these same anti-discrimination requirements.

### **Section 9- Debarment or Suspension**

Debarment is the Town's exclusion of certain individuals or firms from contracting with the Town for a specified period of time. The Town Manager may debar a person or company from consideration for awards or contracts upon a finding of cause that the vendor has engaged in any of the following activities.

1. Unsatisfactory performance on a contract with the town of Onancock or another public body, including but not limited to, failure to comply with contract terms and conditions or to meet specification/scope of services requirements.
2. Offering any gift, gratuity, favor, or advantage to any Town employee who exercises

official responsibility for procurement transactions.

3. Failing to disclose a condition constituting a conflict of interest by any officer, director, owner, or partner of the vendor in a contract or purchase order awarded by the Town.
4. Conviction of any officer, director, owner, partner, or agent of the vendor of any criminal offense involving public contracting.
5. Court judgment finding a violation of Federal or State antitrust laws.
6. Conviction of any criminal offense, or a judgment in civil litigation, which indicates a lack of moral or business integrity.
7. Abandonment of performance or termination for default on any other Town of Onancock Town project.
8. Default on any surety bond or written guaranty on which the Town of Onancock is an obligee.
9. The filing of a bankruptcy petition, by, against, or regarding the contractor.
10. Any other cause that the Town Manager determines to be so serious and compelling as to affect responsibility as a contractor, such as debarment by another governmental entity for any cause listed herein, or prior reprimands.

The Town Manager may suspend a person or company from consideration for an award or contracts for a period up to three months upon a finding of probable cause that might lead to debarment.

In debarring or suspending any individual or firm from contracting with the Town, the Town Manager shall follow all applicable procedures outlined herein.

### **Section 11- Excess and Surplus Property**

The Town Manager shall be responsible for:

1. Redistribution of serviceable excess personal property.
2. Disposal of surplus Town personal property through sealed bid, auction, trade-in, or fixed price sales. Some personal property may also be disposed of by junking, sale as scrap metal, or cannibalization.
3. Disposal of unclaimed property in the custody of the Police Department in accordance with the Code of Virginia Sections 15.2-1719, 15.2-1720 and 15.2-1721.

Surplus Town property may be donated to charitable and other non-Town activities where

appropriate. The Town Manager shall evaluate the request for donation and first determine whether the requested item is needed by any Town agency. Other factors to be considered in the evaluation are availability of the requested item, serviceability, compatibility to the intended use and potential benefits to the Town, including public relations and goodwill.

### **Section 12- Public Procurement Ethics**

All Town of Onancock Town procurement is subject to and will be conducted in accordance with the State and Local Conflict of Interests Act and the Governmental Frauds Act.

**RESOLUTION OF TOWN COUNCIL**

**THE TOWN OF ONANCOCK**

The Town Council of the Town of Onancock consisting of \_\_\_\_\_ members, in a duly called meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at which a quorum was present **RESOLVED** as follows:

**BE IT HEREBY RESOLVED** that in order to facilitate obtaining financial assistance from the United States of America, United States Department of Agriculture, Rural Development (the Government) in the purchase of a Police Vehicle and Equipment to serve the community, the Town Council does hereby adopt and abide by all covenants contained in the agreements, documents, and forms required by the Government to be executed.

**BE IT FURTHER RESOLVED** that the Mayor and Town Manager of the Town of Onancock be authorized to execute on behalf of Town of Onancock the above-referenced agreements, documents, and forms and to execute such other documents including, but not limited to, debt instruments, security instruments, and/or grant agreements as may be required in obtaining the said financial assistance.

This Resolution is hereby entered into the permanent minutes of the meetings of this Council.

\_\_\_\_\_  
Town of Onancock  
[ENTITY NAME]

By: \_\_\_\_\_  
[SIGNATURE AND TITLE]

Attest: \_\_\_\_\_  
[SIGNATURE AND TITLE]

**CERTIFICATION**

I hereby certify that the above Resolution was duly adopted by the Town Council of the Town of Onancock in a duly assembled meeting on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Secretary/Clerk

**ONANCOCK TOWN COUNCIL MEETING: PROJECT/ISSUE TRACKING TABLE**  
September 24, 2018

<b>PROJECT/ISSUE</b>	<b>RESPONSIBLE PARTY</b>	<b>DEADLINE</b>	<b>STATUS/OUTCOME</b>
1) PLANNING & ZONING			
2) INFRASTRUCTURE			
1. Review budget for funding for sewer study	Bill		Begun review of budget.
2. Queen Street improvements	Bill		Letter sent to Chris Isdell, VDOT to remove parking spaces. Chris mentioned request sent to engineering but could not provide exact timeframe for removal of spaces.
3. Keeping water on all year	Bill/Bryan		In 10/22 Council packet
4. Inspection of paving job	Bill		Davis, Bowen and Friedel will provide this service
5. Water tower cleaning	Bill/Bryan	Prior to May, 2019	Have 2 quotes.
6. Warren Street	Bryan		Crusher run has been put down

ONANCOCK TOWN COUNCIL MEETING: PROJECT/ISSUE TRACKING TABLE

September 24, 2018

3) GRANTS/SPECIAL PROJECTS			
4) MISCELLANEOUS			
1. Dredging creek	Bill		Checking with Deborah Christie from Congressman Taylor's office. Plan to contact army corps office as well. Will meet new Army Corps chief in November, 2018.
2. Overgrown bushes	Bill		Developing list of intersections.



**Town Manager's Report  
October 22, 2018**

ICMA Conference

I attended the ICMA conference from September 23<sup>rd</sup> – 26<sup>th</sup> in Baltimore. The conference hosts city managers, county administrators, department heads and student interns from throughout the world. I attended sessions on succession planning, implementing successful regulations for airbnbs, business retention, and practices for selling your community to retailers.

Transfer of Streets to VDOT

Shoreline surveyors will be surveying East and Waples Streets to that the town can transfer these streets to VDOT. Once the surveys are complete, I will reach back out to VDOT to determine: 1) the streets meet the criteria to be transferred; and if so, 2) the remaining requirements needed to transfer these streets over to VDOT.

Northeast Neighborhood Revitalization Project

I am setting up a meeting with Clinton Strand and some other residents in the Northeast Section community to discuss the project and hope to hold this meeting in November.

Home and Garden Tour Preparations

The Garden Tour Committee has been meeting to discuss goals to prepare for the Home and Garden Tour scheduled for May 4, 2019. The goals include improvements to the restrooms at Town Hall, plantings in gardens around Town including the Welcome Sign, Custis Park and Town Hall; and edging sidewalks and street sweeping on Market Street. VDOT is planning to edge sidewalks in Spring, 2019 along Market Street and also schedule street sweeping prior to the tour.

Wharf Interpretive Panel

The mayor and I met with Shannon Alexander regarding the content for an interpretive panel to be installed at the wharf. The panel will include information on wildlife and history of Onancock as well as a map. A grant is funding the panel. The panel is planned to be installed in Spring, 2019.

VDOT Projects

VDOT engineering is reviewing the Town's request to remove 5 parking spaces in front of the Charter building and to install crosswalks around Town. The parking spaces should be eliminated sometime in the Winter or Spring of 2019. The crosswalks for Jackson and Market Streets, and North and Market Streets are planned to be installed in the Summer of 2019; and the crosswalks for King and North Streets, and Ames and Market Streets are planned to be installed at a later date to be determined.

TOWN OF ONANCOCK  
AS OF 9/30/18

Budget vs Actual Funds - 10, 51 Fiscal Period From - 7/1/2018 Thru  
- 6/30/2019

Fund Or Attrib	Type	Dept Desc	Disp Acct	Budget	YTD	Variance	Prcnt
Fund Or Attrib: 10 General Fund							
Type: Revenues							
Dept Desc:							
10 General Fund	Revenues	10-3110-1010	REAL PROPERTY-CURRENT	\$356,206.15	\$0.00	(\$356,206.15)	0.00
10 General Fund	Revenues	10-3110-1020	REAL PROPERTY-DELINQUEN	\$10,000.00	\$6,819.67	(\$3,180.33)	68.20
10 General Fund	Revenues	10-3110-2010	PUBLIC SERVICE-REAL	\$17,000.00	\$0.00	(\$17,000.00)	0.00
10 General Fund	Revenues	10-3110-3010	PERSONAL PROPERTY-CURRI	\$164,000.00	\$68,264.89	(\$95,735.11)	41.62
10 General Fund	Revenues	10-3110-3020	PERSONAL PROPERTY-DELIN	\$5,000.00	\$907.98	(\$4,092.02)	18.16
10 General Fund	Revenues	10-3110-3030	PUBLIC SERVICE-PERSONAL	\$850.00	\$0.00	(\$850.00)	0.00
10 General Fund	Revenues	10-3110-6010	PENALTIES	\$15,000.00	\$2,393.48	(\$12,606.52)	15.96
10 General Fund	Revenues	10-3120-0100	LOCAL SALES TAX	\$76,600.00	\$18,621.90	(\$57,978.10)	24.31
10 General Fund	Revenues	10-3120-0200	CONSUMERS UTILITY TAX	\$52,700.00	\$17,964.80	(\$34,735.20)	34.09
10 General Fund	Revenues	10-3120-0300	BUSINESS LICENSE TAX	\$38,000.00	\$1,604.65	(\$36,395.35)	4.22
10 General Fund	Revenues	10-3120-0500	VEHICLE DECALS	\$16,000.00	\$1,004.00	(\$14,996.00)	6.28
10 General Fund	Revenues	10-3120-0600	BANK STOCK TAXES	\$35,000.00	\$0.00	(\$35,000.00)	0.00
10 General Fund	Revenues	10-3120-0700	CELLULAR PHONE TAX	\$92,500.00	\$14,414.78	(\$78,085.22)	15.58
10 General Fund	Revenues	10-3120-1000	TRANSIENT OCCUPANCY TA)	\$18,875.00	\$7,604.40	(\$11,270.60)	40.29
10 General Fund	Revenues	10-3130-3080	BUILDING/ZONING PERMITS	\$300.00	\$275.00	(\$25.00)	91.67
10 General Fund	Revenues	10-3130-3100	MEALS TAX	\$160,000.00	\$56,149.68	(\$103,850.32)	35.09
10 General Fund	Revenues	10-3130-3101	MEALS & TRANSIENT LATE P	\$0.00	\$1,089.36	\$1,089.36	0.00
10 General Fund	Revenues	10-3140-1010	TRAFFIC FINES	\$10,000.00	\$2,909.64	(\$7,090.36)	29.10
10 General Fund	Revenues	10-3150-1010	INTEREST ON ACCOUNTS	\$250.00	\$484.62	\$234.62	193.85
10 General Fund	Revenues	10-3150-2010	RENTAL OF PROPERTY	\$600.00	\$125.00	(\$475.00)	20.83
10 General Fund	Revenues	10-3160-0804	TRASH REVENUE	\$74,000.00	\$101,272.00	\$27,272.00	136.85
10 General Fund	Revenues	10-3160-1305	BOAT DOCKAGE FEES-MONT	\$625.00	\$0.00	(\$625.00)	0.00
10 General Fund	Revenues	10-3160-1306	BOAT DOCKAGE FEES-TRANS	\$72,960.00	\$33,001.99	(\$39,958.01)	45.23
10 General Fund	Revenues	10-3160-1307	BOAT RAMP FEES	\$800.00	\$550.00	(\$250.00)	68.75
10 General Fund	Revenues	10-3160-1308	RAMP-ANNUAL DECAL	\$1,500.00	\$245.00	(\$1,255.00)	16.33
10 General Fund	Revenues	10-3160-1309	WHARF GASOLINE SALES	\$85,000.00	\$65,563.24	(\$19,436.76)	77.13
10 General Fund	Revenues	10-3160-1314	WHARF-OTHER	\$2,200.00	\$1,216.54	(\$983.46)	55.30
10 General Fund	Revenues	10-3160-1316	WHARF ELECTRIC	\$5,500.00	\$3,055.61	(\$2,444.39)	55.56
10 General Fund	Revenues	10-3160-1317	WHARF-GRANTS	\$211,707.62	\$0.00	(\$211,707.62)	0.00
10 General Fund	Revenues	10-3189-0803	GRASS CUTTING	\$300.00	\$0.00	(\$300.00)	0.00

TOWN OF ONANCOCK  
AS OF 9/30/18

10 General Fund	Revenues	10-3189-9001 MISCELLANEOUS REVENUE	\$5,250.00	\$4,754.08	(\$495.92)	90.55
10 General Fund	Revenues	10-3221-0401 LAW ENFORCEMENT FUNDS	\$46,000.00	\$11,513.00	(\$34,487.00)	25.03
10 General Fund	Revenues	10-3221-0410 FIRE PROGRAM FUNDS	\$10,000.00	\$10,000.00	\$0.00	100.00
10 General Fund	Revenues	10-3221-0411 LITTER CONTROL GRANT	\$1,031.00	\$1,034.00	\$3.00	100.29
10 General Fund	Revenues	10-3221-0412 LAW ENFORCEMENT GRANT	\$0.00	\$1,197.32	\$1,197.32	0.00
10 General Fund	Revenues	10-3221-0414 VA COMM FOR THE ARTS	\$1,500.00	(\$1,000.00)	(\$2,500.00)	-66.67
10 General Fund	Revenues	10-3310-4701 CHRISTMAS DECORATION Di	\$0.00	\$3,534.25	\$3,534.25	0.00
			\$1,587,254.77	\$436,570.88	(\$1,150,683.89)	28
			\$1,587,254.77	\$436,570.88	(\$1,150,683.89)	28
Type: Expenses			\$0.00	\$0.00	\$0.00	0
Dept Desc: Administration						
10 General Fund	Expenses	Administration 10-4503-1100 SALARIES	\$145,470.33	\$38,989.30	\$106,481.03	26.80
10 General Fund	Expenses	Administration 10-4503-1200 OVER-TIME COMPENSATION	\$2,000.00	\$725.04	\$1,274.96	36.25
10 General Fund	Expenses	Administration 10-4503-2100 FICA	\$11,291.19	\$2,587.74	\$8,703.45	22.92
10 General Fund	Expenses	Administration 10-4503-2200 RETIREMENT-VRS	\$24,064.11	\$5,620.11	\$18,444.00	23.35
10 General Fund	Expenses	Administration 10-4503-2300 HOSPITALIZATION	\$21,390.00	\$5,347.50	\$16,042.50	25.00
10 General Fund	Expenses	Administration 10-4503-2400 LIFE INSURANCE	\$1,844.66	\$463.32	\$1,381.34	25.12
10 General Fund	Expenses	Administration 10-4503-2600 SUTA	\$2,500.00	\$109.78	\$2,390.22	4.39
10 General Fund	Expenses	Administration 10-4503-3120 AUDIT SERVICE	\$16,750.00	\$0.00	\$16,750.00	0.00
10 General Fund	Expenses	Administration 10-4503-3121 BANK PROCESSING FEES	\$1,000.00	\$459.88	\$540.12	45.99
10 General Fund	Expenses	Administration 10-4503-3130 BOOKKEEPING FEES	\$3,500.00	\$994.32	\$2,505.68	28.41
10 General Fund	Expenses	Administration 10-4503-3140 TRAINING/SCHOOL	\$2,000.00	\$685.00	\$1,315.00	34.25
10 General Fund	Expenses	Administration 10-4503-3330 OFFICE EQUIPMENT REPAIR	\$24,000.00	\$18,578.59	\$5,421.41	77.41
10 General Fund	Expenses	Administration 10-4503-3501 PRINTING-AUTO DECALS	\$275.00	\$0.00	\$275.00	0.00
10 General Fund	Expenses	Administration 10-4503-3601 ADVERTISING	\$3,000.00	\$793.47	\$2,206.53	26.45
10 General Fund	Expenses	Administration 10-4503-5201 POSTAGE	\$4,500.00	\$558.41	\$3,941.59	12.41
10 General Fund	Expenses	Administration 10-4503-5203 TELEPHONE	\$2,550.00	\$577.73	\$1,972.27	22.66
10 General Fund	Expenses	Administration 10-4503-5500 TRAVEL	\$2,000.00	\$233.84	\$1,766.16	11.69
10 General Fund	Expenses	Administration 10-4503-5801 DUES & MEMBERSHIP	\$1,200.00	\$0.00	\$1,200.00	0.00
10 General Fund	Expenses	Administration 10-4503-6001 OFFICE SUPPLIES	\$17,500.00	\$1,417.55	\$16,082.45	8.10
10 General Fund	Expenses	Administration 10-4503-6014 MISCELLANEOUS	\$3,000.00	\$1,250.91	\$1,749.09	41.70
			\$289,835.29	\$79,392.49	\$210,442.80	27
Dept Desc: Building & Grounds						
10 General Fund	Expenses	Building & Gro 10-6056-5101 ELECTRIC SERVICES	\$5,500.00	\$1,548.34	\$3,951.66	28.15
10 General Fund	Expenses	Building & Gro 10-6056-5102 HEATING FUEL	\$3,500.00	\$0.00	\$3,500.00	0.00

TOWN OF ONANCOCK  
AS OF 9/30/18

10 General Fund	Expenses	Building & Gro	10-6056-6005 JANITORIAL SUPPLIES	\$1,500.00	\$95.16	\$1,404.84	6.34
10 General Fund	Expenses	Building & Gro	10-6056-6006 TOWN HALL JANITORIAL SEI	\$3,250.00	\$875.00	\$2,375.00	26.92
10 General Fund	Expenses	Building & Gro	10-6056-6007 REPAIR & MAINTENANCE	\$9,500.00	\$2,008.21	\$7,491.79	21.14
				\$23,250.00	\$4,526.71	\$18,723.29	19
Dept Desc: Christmas							
10 General Fund	Expenses	Christmas	10-7064-5101 ELECTRIC SERVICES	\$200.00	\$32.97	\$167.03	16.49
10 General Fund	Expenses	Christmas	10-7064-6007 REPAIR & MAINTENANCE SU	\$500.00	\$0.00	\$500.00	0.00
				\$700.00	\$32.97	\$667.03	5
Dept Desc: Council							
10 General Fund	Expenses	Council	10-4001-1101 MAYOR & COUNCIL COMPEN	\$14,200.42	\$3,864.97	\$10,335.45	27.22
10 General Fund	Expenses	Council	10-4001-2100 FICA	\$1,086.28	\$250.68	\$835.60	23.08
10 General Fund	Expenses	Council	10-4001-5500 TRAVEL-TOWN COUNCIL	\$500.00	\$231.32	\$268.68	46.26
10 General Fund	Expenses	Council	10-4001-5803 COMMUNITY PROMOTION	\$16,600.00	\$2,328.07	\$14,271.93	14.02
10 General Fund	Expenses	Council	10-4001-5804 TOWN BEAUTIFICATION COI	\$1,000.00	\$832.00	\$168.00	83.20
10 General Fund	Expenses	Council	10-4001-5805 MAIN STREET PROGRAM	\$5,000.00	\$5,000.00	\$0.00	100.00
10 General Fund	Expenses	Council	10-4001-5806 ES TOURISM-TOT SHARE	\$4,500.00	\$0.00	\$4,500.00	0.00
				\$42,886.70	\$12,507.04	\$30,379.66	29
Dept Desc: Debt Service/ Contingencies							
10 General Fund	Expenses	Debt Service/	( 10-8080-9103 CONTINGENCIES	\$29,000.00	\$7,397.80	\$21,602.20	25.51
10 General Fund	Expenses	Debt Service/	( 10-8080-9105 BANK BUILDING LOAN	\$26,762.00	\$6,695.34	\$20,066.66	25.02
10 General Fund	Expenses	Debt Service/	( 10-8080-9106 RURAL DEV LOAN	\$7,032.00	\$1,758.00	\$5,274.00	25.00
				\$62,794.00	\$15,851.14	\$46,942.86	25
Dept Desc: Fire Department							
10 General Fund	Expenses	Fire Departme	10-5528-5605 CONTRIBUTION TO FIRE CO	\$22,500.00	\$0.00	\$22,500.00	0.00
10 General Fund	Expenses	Fire Departme	10-5528-5606 FIRE PROGRAMS FUNDING	\$10,000.00	\$10,000.00	\$0.00	100.00
				\$32,500.00	\$10,000.00	\$22,500.00	31
Dept Desc: Insurance							
10 General Fund	Expenses	Insurance	10-4510-2700 VACORP	\$900.00	\$198.66	\$701.34	22.07
10 General Fund	Expenses	Insurance	10-4510-5304 PROPERTY INSURANCE	\$35,366.00	\$8,063.00	\$27,303.00	22.80
10 General Fund	Expenses	Insurance	10-4510-5305 VEHICLE INSURANCE	\$6,198.00	\$1,644.25	\$4,553.75	26.53
10 General Fund	Expenses	Insurance	10-4510-5306 SURETY BONDS	\$200.00	\$0.00	\$200.00	0.00
10 General Fund	Expenses	Insurance	10-4510-5307 PUBLIC OFFICIALS LAIB INS	\$2,618.00	\$1,272.25	\$1,345.75	48.60
10 General Fund	Expenses	Insurance	10-4510-5308 GENERAL LIABILITY INSURA	\$2,971.00	\$579.25	\$2,391.75	19.50
10 General Fund	Expenses	Insurance	10-4510-5309 WORKMEN'S COMPENSATIOI	\$14,293.00	\$3,573.25	\$10,719.75	25.00
10 General Fund	Expenses	Insurance	10-4510-5310 FLOOD INSURANCE-WHARF	\$500.00	\$0.00	\$500.00	0.00
				\$63,046.00	\$15,330.66	\$47,715.34	24
Dept Desc: Legal							

TOWN OF ONANCOCK  
AS OF 9/30/18

10 General Fund	Expenses	Legal	10-4506-3130 TOWN ATTORNEY	\$4,000.00	\$1,594.68	\$2,405.32	39.87
10 General Fund	Expenses	Legal	10-4506-3131 CONSULTANTS	\$1,000.00	\$513.50	\$486.50	51.35
10 General Fund	Expenses	Legal	10-4506-3132 COURT FEES	\$250.00	\$0.00	\$250.00	0.00
10 General Fund	Expenses	Legal	10-4506-3133 TOWN CODE CODIFICATION	\$14,000.00	\$0.00	\$14,000.00	0.00
				\$19,250.00	\$2,108.18	\$17,141.82	11
Dept Desc: Mosquito/ Weed Control							
10 General Fund	Expenses	Mosquito/	10-6034-1100 MOSQUITO CONTRACT	\$3,500.00	\$1,800.00	\$1,700.00	51.43
10 General Fund	Expenses	Mosquito/ Wee	10-6034-6007 REPAIR & MAINTENANCE SU	\$500.00	\$0.00	\$500.00	0.00
10 General Fund	Expenses	Mosquito/ Wee	10-6034-6025 MOSQUITO CHEMICALS	\$2,500.00	\$0.00	\$2,500.00	0.00
10 General Fund	Expenses	Mosquito/ Wee	10-6034-6027 WEED CONTROL CONTRACT	\$6,500.00	\$0.00	\$6,500.00	0.00
				\$13,000.00	\$1,800.00	\$11,200.00	14
Dept Desc: Parks							
10 General Fund	Expenses	Parks	10-7068-1400 CUTTING GRASS CONTRACT	\$6,300.00	\$0.00	\$6,300.00	0.00
10 General Fund	Expenses	Parks	10-7068-5101 ELECTRIC SERVICES	\$924.00	\$164.87	\$759.13	17.84
10 General Fund	Expenses	Parks	10-7068-6007 REPAIR & MAINTENANCE SU	\$550.00	\$0.00	\$550.00	0.00
10 General Fund	Expenses	Parks	10-7068-6010 SMALL TOOLS & EQUIPMENT	\$150.00	\$34.19	\$115.81	22.79
10 General Fund	Expenses	Parks	10-7068-6011 PARKS-PLANTINGS & LANDS	\$2,500.00	\$0.00	\$2,500.00	0.00
10 General Fund	Expenses	Parks	10-7068-6015 HOLIDAY DECORATIONS	\$6,500.00	\$8,486.49	(\$1,986.49)	130.56
				\$16,924.00	\$8,685.55	\$8,238.45	51
Dept Desc: Police							
10 General Fund	Expenses	Police	10-5524-1100 SALARIES	\$215,384.11	\$57,634.93	\$157,749.18	26.76
10 General Fund	Expenses	Police	10-5524-1200 OVER-TIME COMPENSATION	\$9,300.00	\$172.52	\$9,127.48	1.86
10 General Fund	Expenses	Police	10-5524-2100 FICA	\$17,319.22	\$4,573.73	\$12,745.49	26.41
10 General Fund	Expenses	Police	10-5524-2200 RETIREMENT-VRS	\$34,648.89	\$8,327.31	\$26,321.58	24.03
10 General Fund	Expenses	Police	10-5524-2300 HOSPITALIZATION	\$42,780.00	\$4,278.00	\$38,502.00	10.00
10 General Fund	Expenses	Police	10-5524-2400 LIFE INSURANCE	\$2,692.86	\$686.49	\$2,006.37	25.49
10 General Fund	Expenses	Police	10-5524-2600 SUTA	\$1,052.00	\$0.00	\$1,052.00	0.00
10 General Fund	Expenses	Police	10-5524-3140 TRAINING	\$5,000.00	\$2,551.95	\$2,448.05	51.04
10 General Fund	Expenses	Police	10-5524-3310 VEHICLE REPAIR	\$4,000.00	\$4,291.41	(\$291.41)	107.29
10 General Fund	Expenses	Police	10-5524-3330 COMPUTER MAINTENANCE	\$4,000.00	\$0.00	\$4,000.00	0.00
10 General Fund	Expenses	Police	10-5524-5203 TELEPHONE SERVICES	\$2,892.00	\$1,623.44	\$1,268.56	56.14
10 General Fund	Expenses	Police	10-5524-5301 LINE OF DUTY ACT	\$2,787.00	\$926.50	\$1,860.50	33.24
10 General Fund	Expenses	Police	10-5524-5500 TRAVEL	\$500.00	\$411.90	\$88.10	82.38
10 General Fund	Expenses	Police	10-5524-6001 OFFICE SUPPLIES	\$1,500.00	\$335.38	\$1,164.62	22.36
10 General Fund	Expenses	Police	10-5524-6008 VEHICLE FUEL	\$14,000.00	\$2,449.86	\$11,550.14	17.50
10 General Fund	Expenses	Police	10-5524-6011 UNIFORMS	\$3,000.00	\$2,226.40	\$773.60	74.21

TOWN OF ONANCOCK  
AS OF 9/30/18

10 General Fund	Expenses	Police	10-5524-6016 POLICE SUPPLIES	\$9,000.00	\$1,462.32	\$7,537.68	16.25
10 General Fund	Expenses	Police	10-5524-8110 NEW POLICE VEHICLE	\$15,000.00	\$0.00	\$15,000.00	0.00
Dept Desc: Solid Waste				\$384,856.08	\$91,952.14	\$292,903.94	24
10 General Fund	Expenses	Solid Waste	10-6044-3310 VEHICLE MAINTENANCE	\$3,000.00	\$575.36	\$2,424.64	19.18
10 General Fund	Expenses	Solid Waste	10-6044-3910 TRASH COLLECTION SERVICE	\$92,500.00	\$24,307.02	\$68,192.98	26.28
10 General Fund	Expenses	Solid Waste	10-6044-6007 REPAIR & MAINTENANCE	\$2,000.00	\$223.66	\$1,776.34	11.18
10 General Fund	Expenses	Solid Waste	10-6044-6008 VEHICLE FUEL	\$4,000.00	\$1,265.21	\$2,734.79	31.63
Dept Desc: Street Maintenance				\$101,500.00	\$26,371.25	\$75,128.75	26
10 General Fund	Expenses	Street Mainten	10-6040-1100 SALARIES	\$23,646.30	\$4,898.50	\$18,747.80	20.72
10 General Fund	Expenses	Street Mainten	10-6040-1200 OVER-TIME COMPENSATION	\$1,500.00	\$112.86	\$1,387.14	7.52
10 General Fund	Expenses	Street Mainten	10-6040-2100 FICA	\$1,659.77	\$373.36	\$1,286.41	22.49
10 General Fund	Expenses	Street Mainten	10-6040-2200 RETIREMENT-VRS	\$4,026.88	\$683.21	\$3,343.67	16.97
10 General Fund	Expenses	Street Mainten	10-6040-2300 HOSPITALIZATION	\$8,556.00	\$1,782.50	\$6,773.50	20.83
10 General Fund	Expenses	Street Mainten	10-6040-2400 LIFE INSURANCE	\$308.30	\$69.96	\$238.34	22.69
10 General Fund	Expenses	Street Mainten	10-6040-2600 SUTA	\$105.20	\$37.09	\$68.11	35.26
10 General Fund	Expenses	Street Mainten	10-6040-3310 VEHICLE REPAIR	\$2,000.00	\$0.00	\$2,000.00	0.00
10 General Fund	Expenses	Street Mainten	10-6040-5101 ELECTRIC SERVICE	\$30,000.00	\$4,645.10	\$25,354.90	15.48
10 General Fund	Expenses	Street Mainten	10-6040-6007 STREET REPAIR	\$8,500.00	\$1,762.05	\$6,737.95	20.73
10 General Fund	Expenses	Street Mainten	10-6040-6010 SMALL EQUIPMENT REPAIR	\$500.00	\$84.62	\$415.38	16.92
10 General Fund	Expenses	Street Mainten	10-6040-6011 UNIFORMS	\$500.00	\$0.00	\$500.00	0.00
10 General Fund	Expenses	Street Mainten	10-6040-6015 CAN LINERS	\$1,200.00	\$984.91	\$215.09	82.08
10 General Fund	Expenses	Street Mainten	10-6040-6018 SAFETY/STREET SIGNS	\$300.00	\$0.00	\$300.00	0.00
Dept Desc: Wharf				\$82,802.45	\$15,434.16	\$67,368.29	19
10 General Fund	Expenses	Wharf	10-7060-1100 WHARF SALARIES	\$35,000.00	\$0.00	\$35,000.00	0.00
10 General Fund	Expenses	Wharf	10-7060-1200 OVER-TIME COMPENSATION	\$5,000.00	\$685.01	\$4,314.99	13.70
10 General Fund	Expenses	Wharf	10-7060-1300 PART-TIME COMPENSATION	\$15,000.00	\$20,223.31	(\$5,223.31)	134.82
10 General Fund	Expenses	Wharf	10-7060-2100 FICA	\$3,825.00	\$1,575.19	\$2,249.81	41.18
10 General Fund	Expenses	Wharf	10-7060-2200 RETIREMENT	\$5,960.50	\$0.00	\$5,960.50	0.00
10 General Fund	Expenses	Wharf	10-7060-2300 HOSPITALIZATION	\$8,556.00	\$2,815.00	\$5,741.00	32.90
10 General Fund	Expenses	Wharf	10-7060-2400 LIFE INSURANCE	\$458.50	\$0.00	\$458.50	0.00
10 General Fund	Expenses	Wharf	10-7060-2600 SUTA	\$553.00	\$174.47	\$378.53	31.55
10 General Fund	Expenses	Wharf	10-7060-3132 SQUARE CC FEES	\$0.00	\$1,765.80	(\$1,765.80)	0.00
10 General Fund	Expenses	Wharf	10-7060-5101 ELECTRIC SERVICES	\$7,500.00	\$2,354.45	\$5,145.55	31.39

TOWN OF ONANCOCK  
AS OF 9/30/18

10 General Fund	Expenses	Wharf	10-7060-5203 TELEPHONE	\$601.00	\$162.80	\$438.20	27.09
10 General Fund	Expenses	Wharf	10-7060-6005 WHARF JANITORIAL SUPPLIE	\$2,500.00	\$160.49	\$2,339.51	6.42
10 General Fund	Expenses	Wharf	10-7060-6007 REPAIR & MAINTENANCE SU	\$2,000.00	\$4,156.27	(\$2,156.27)	207.81
10 General Fund	Expenses	Wharf	10-7060-6008 COST OF GAS/DIESEL SALES	\$75,000.00	\$51,128.29	\$23,871.71	68.17
10 General Fund	Expenses	Wharf	10-7060-6009 COST OF MERCHANDISE	\$500.00	\$0.00	\$500.00	0.00
10 General Fund	Expenses	Wharf	10-7060-6014 OTHER OPERATING SUPPLIE	\$2,500.00	\$1,124.79	\$1,375.21	44.99
10 General Fund	Expenses	Wharf	10-7060-6016 ADVERTISING & DUES	\$2,000.00	\$1,279.00	\$721.00	63.95
10 General Fund	Expenses	Wharf	10-7060-6018 CAPITAL IMPROVEMENTS	\$288,456.25	\$0.00	\$288,456.25	0.00
				\$455,410.25	\$87,604.87	\$367,805.38	19
				\$1,588,754.77	\$371,597.16	\$1,217,157.61	23
				\$3,176,009.54	\$808,168.04	\$2,367,841.50	25

Fund Or Attrib: 51 Water & Sewer

Type: Revenues

Dept Desc:

51 Water & Sewer	Revenues		51-3160-0805 WATER CHARGES	\$321,000.00	\$99,961.34	(\$221,038.66)	31.14
51 Water & Sewer	Revenues		51-3160-0806 SEWER CHARGES	\$960,000.00	\$284,442.39	(\$675,557.61)	29.63
51 Water & Sewer	Revenues		51-3160-0809 WATER INSTALLATION FEES	\$3,000.00	\$0.00	(\$3,000.00)	0.00
51 Water & Sewer	Revenues		51-3160-0810 SEWER INSTALLATION FEES	\$2,400.00	\$0.00	(\$2,400.00)	0.00
51 Water & Sewer	Revenues		51-3160-0811 WATER & SEWER PENALTIES	\$24,000.00	\$4,430.44	(\$19,569.56)	18.46
51 Water & Sewer	Revenues		51-3160-0820 SEPTAGE REVENUE	\$15,000.00	\$0.00	(\$15,000.00)	0.00
51 Water & Sewer	Revenues		51-3160-0821 SEPTAGE RECEIVING GRANT	\$0.00	\$0.00	\$0.00	0.00
51 Water & Sewer	Revenues		51-3160-0850 INTEREST INCOME	\$0.00	\$0.00	\$0.00	0.00
51 Water & Sewer	Revenues		51-3160-9001 MISCELLANEOUS REVENUE	\$3,500.00	\$670.00	(\$2,830.00)	19.14
51 Water & Sewer	Revenues		51-3160-9002 FROM RESERVES	\$0.00	\$0.00	\$0.00	0.00
				\$1,328,900.00	\$389,504.17	(\$939,395.83)	29
				\$1,328,900.00	\$389,504.17	(\$939,395.83)	29

Type: Expenses

Dept Desc: Sewer

51 Water & Sewer	Expenses	Sewer	51-6052-1100 SALARIES	\$155,545.92	\$43,787.61	\$111,758.31	28.15
51 Water & Sewer	Expenses	Sewer	51-6052-1200 OVER-TIME COMPENSATION	\$19,109.95	\$3,157.80	\$15,952.15	16.52
51 Water & Sewer	Expenses	Sewer	51-6052-2100 FICA	\$12,060.74	\$3,552.41	\$8,508.33	29.45
51 Water & Sewer	Expenses	Sewer	51-6052-2200 RETIREMENT	\$25,581.95	\$6,155.67	\$19,426.28	24.06
51 Water & Sewer	Expenses	Sewer	51-6052-2300 HOSPITALIZATION	\$32,085.00	\$5,169.25	\$26,915.75	16.11
51 Water & Sewer	Expenses	Sewer	51-6052-2400 LIFE INSURANCE	\$2,486.92	\$507.51	\$1,979.41	20.41
51 Water & Sewer	Expenses	Sewer	51-6052-2600 SUTA	\$894.20	\$139.22	\$754.98	15.57
51 Water & Sewer	Expenses	Sewer	51-6052-3140 TRAINING	\$1,000.00	\$0.00	\$1,000.00	0.00
				\$0.00	\$0.00	\$0.00	0

TOWN OF ONANCOCK  
AS OF 9/30/18

51 Water & Sewer	Sewer	Expenses	51-6052-3310 VEHICLE REPAIR	\$1,500.00	\$595.60	\$904.40	39.71
51 Water & Sewer	Sewer	Expenses	51-6052-3340 COLL.REPAIR/MAINTENANCE	\$75,000.00	\$20,792.51	\$54,207.49	27.72
51 Water & Sewer	Sewer	Expenses	51-6052-3345 MEMBRANE REPLACEMENT	\$44,500.00	\$0.00	\$44,500.00	0.00
51 Water & Sewer	Sewer	Expenses	51-6052-3350 OUTSIDE CONTRACT-TESTIN	\$36,000.00	\$3,130.67	\$32,869.33	8.70
51 Water & Sewer	Sewer	Expenses	51-6052-3360 REPAIR & MAINTENANCE	\$3,500.00	\$348.00	\$3,152.00	9.94
51 Water & Sewer	Sewer	Expenses	51-6052-3502 PRINTING UTILITY BILLS	\$450.00	\$0.00	\$450.00	0.00
51 Water & Sewer	Sewer	Expenses	51-6052-3601 ADVERTISING	\$250.00	\$85.37	\$164.63	34.15
51 Water & Sewer	Sewer	Expenses	51-6052-5101 ELECTRIC SERVICES	\$75,000.00	\$21,491.94	\$53,508.06	28.66
51 Water & Sewer	Sewer	Expenses	51-6052-5201 POSTAGE, SHIPPING	\$1,000.00	\$125.00	\$875.00	12.50
51 Water & Sewer	Sewer	Expenses	51-6052-5203 TELEPHONE	\$7,650.00	\$2,045.71	\$5,604.29	26.74
51 Water & Sewer	Sewer	Expenses	51-6052-5801 DUES & MEMBERSHIPS	\$4,000.00	\$2,828.74	\$1,171.26	70.72
51 Water & Sewer	Sewer	Expenses	51-6052-6001 OFFICE SUPPLIES	\$4,300.00	\$4,051.34	\$248.66	94.22
51 Water & Sewer	Sewer	Expenses	51-6052-6008 VEHICLE FUEL	\$3,500.00	\$872.85	\$2,627.15	24.94
51 Water & Sewer	Sewer	Expenses	51-6052-6011 UNIFORMS	\$300.00	\$42.11	\$257.89	14.04
51 Water & Sewer	Sewer	Expenses	51-6052-6018 RESERVE FOR CAPITAL IMPR	\$10,000.00	\$0.00	\$10,000.00	0.00
51 Water & Sewer	Sewer	Expenses	51-6052-6022 LAB SUPPLIES	\$2,500.00	\$716.07	\$1,783.93	28.64
51 Water & Sewer	Sewer	Expenses	51-6052-6023 WASTEWATER DISINFECTIO	\$0.00	\$2,000.00	(\$2,000.00)	0.00
51 Water & Sewer	Sewer	Expenses	51-6052-6025 WASTEWATER CHEMICALS	\$42,000.00	\$5,782.73	\$36,217.27	13.77
51 Water & Sewer	Sewer	Expenses	51-6052-6026 SAFETY EQUIPMENT	\$500.00	\$0.00	\$500.00	0.00
51 Water & Sewer	Sewer	Expenses	51-6052-8101 MACHINERY & EQUIPMENT	\$500.00	\$0.00	\$500.00	0.00
51 Water & Sewer	Sewer	Expenses	51-6052-9109 I/I DEBT SVC SEWER GRANT	\$45,000.00	\$22,500.00	\$22,500.00	50.00
51 Water & Sewer	Sewer	Expenses	51-6052-9110 CAPITAL IMP. DEBT SVC	\$66,725.00	\$14,589.00	\$52,136.00	21.86
51 Water & Sewer	Sewer	Expenses	51-6052-9120 WTP DEBT SERVICE (SRLF)	\$216,119.40	\$108,059.70	\$108,059.70	50.00
51 Water & Sewer	Sewer	Expenses	51-6052-9130 WTP DEBT SERVICE-RURAL I	\$101,964.00	\$25,491.00	\$76,473.00	25.00
Dept Desc: Water				\$991,023.08	\$298,017.81	\$693,005.27	30
51 Water & Sewer	Water	Expenses	51-6048-1100 SALARIES	\$64,860.19	\$18,657.16	\$46,203.03	28.77
51 Water & Sewer	Water	Expenses	51-6048-1200 OVER-TIME COMPENSATION	\$6,000.00	\$1,011.82	\$4,988.18	16.86
51 Water & Sewer	Water	Expenses	51-6048-2100 FICA	\$4,965.85	\$1,384.74	\$3,581.11	27.89
51 Water & Sewer	Water	Expenses	51-6048-2200 RETIREMENT	\$10,138.56	\$2,424.81	\$7,713.75	23.92
51 Water & Sewer	Water	Expenses	51-6048-2300 HOSPITALIZATION	\$14,973.00	\$3,565.00	\$11,408.00	23.81
51 Water & Sewer	Water	Expenses	51-6048-2400 LIFE INSURANCE	\$846.12	\$199.93	\$646.19	23.63
51 Water & Sewer	Water	Expenses	51-6048-2600 SUTA	\$368.20	\$24.85	\$343.35	6.75
51 Water & Sewer	Water	Expenses	51-6048-3140 TRAINING & TRAVEL	\$1,000.00	\$0.00	\$1,000.00	0.00
51 Water & Sewer	Water	Expenses	51-6048-3310 VEHICLE REPAIR	\$2,000.00	\$0.00	\$2,000.00	0.00
51 Water & Sewer	Water	Expenses	51-6048-3311 REPAIR & MAINTENANCE SVI	\$5,000.00	\$1,755.16	\$3,244.84	35.10

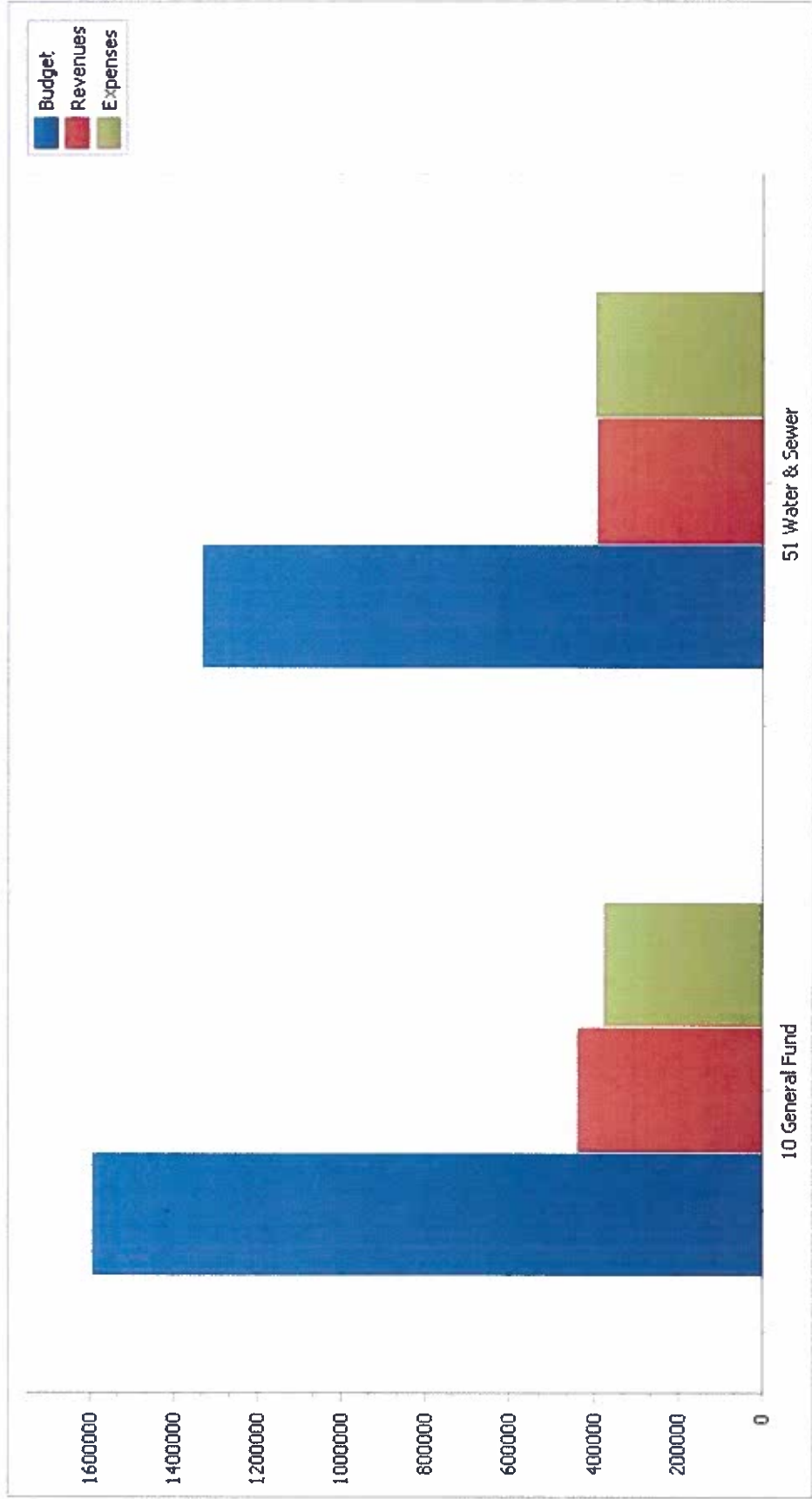


TOWN OF ONANCOCK  
AS OF 9/30/18

51 Water & Sewer	Expenses	Water	51-6048-3502 PRINTING UTILITY BILLS	\$4,200.00	\$4,839.98	(639.98)	115.24
51 Water & Sewer	Expenses	Water	51-6048-3601 ADVERTISING	\$150.00	\$85.37	\$64.63	56.91
51 Water & Sewer	Expenses	Water	51-6048-5101 ELECTRIC SERVICES	\$13,000.00	\$2,996.95	\$10,003.05	23.05
51 Water & Sewer	Expenses	Water	51-6048-5201 POSTAGE	\$500.00	\$125.00	\$375.00	25.00
51 Water & Sewer	Expenses	Water	51-6048-5203 TELEPHONE	\$2,000.00	\$560.37	\$1,439.63	28.02
51 Water & Sewer	Expenses	Water	51-6048-5801 DUES & MEMBERSHIPS	\$1,000.00	\$0.00	\$1,000.00	0.00
51 Water & Sewer	Expenses	Water	51-6048-5803 HEALTH DEPARTMENT FEES	\$5,000.00	\$2,132.85	\$2,867.15	42.66
51 Water & Sewer	Expenses	Water	51-6048-6007 REPAIR & MAINTENANCE	\$5,000.00	\$0.00	\$5,000.00	0.00
51 Water & Sewer	Expenses	Water	51-6048-6008 VEHICLE FUEL	\$2,000.00	\$581.93	\$1,418.07	29.10
51 Water & Sewer	Expenses	Water	51-6048-6011 UNIFORMS	\$300.00	\$42.12	\$257.88	14.04
51 Water & Sewer	Expenses	Water	51-6048-6016 LAB SUPPLIES	\$3,000.00	\$169.48	\$2,830.52	5.65
51 Water & Sewer	Expenses	Water	51-6048-6020 PURIFICATION SUPPLIES	\$29,000.00	\$6,442.10	\$22,557.90	22.21
51 Water & Sewer	Expenses	Water	51-6048-8101 SMALL TOOLS & EQUIPMENT	\$200.00	\$0.00	\$200.00	0.00
51 Water & Sewer	Expenses	Water	51-6048-8119 WATER SYSTEM REP/DEBT S	\$162,375.00	\$49,818.32	\$112,556.68	30.68
				\$337,876.92	\$96,817.94	\$241,058.98	29
				\$1,328,900.00	\$394,835.75	\$934,064.25	30
				\$2,657,800.00	\$784,339.92	\$1,873,460.08	30

Southern Software FMS Budget vs Actual

Date: 10/16/2018 7:55 AM



# ONANCOCK POLICE DEPARTMENT

## Summary of Police Activities for

September 2018

---

Events initiated \_\_\_\_\_ 1,522

---

Court:

Number of times attended \_\_\_\_\_ Three

Amount of fines \_\_\_\_\_ \$5,196.00

---

Traffic:

Number of summons issued \_\_\_\_\_ 30

Number of warnings \_\_\_\_\_ 20

---

Event Type	# of	Event Type	# of
ALARM ACTIVATION	1	ANIMAL COMPLAINT	2
ASSAULT- simple	1	ASSIST- motorist	4
ASSIST- other agency	18	BUSINESS- assist/complaint	8
BUSINESS- check	90	BUSINESS- found unsecured	1
CITIZEN- assist/complaint	17	CITIZEN- fraud	1
CITIZEN- welfare check	2	DEATH- unattended/other	1
DISORDERLY CONDUCT	3	DOMESTIC- assault	2
DOMESTIC- verbal	1	DRUNK IN PUBLIC	1
INVESTIGATION	8	MENTAL HEALTH- problems	1
MINOR- curfew violation	1	TRESPASSING	1
RESIDENCE CHECK	26	SPECIAL PATROLS	1,131
.	.	.	.
.	.	.	.

---