

Onley Town Council Minutes of January 20, 2015

VIRGINIA: At a Recessed Meeting of the Onley Town Council held at the Onley Fire & Rescue Building, Maple Street, Onley on the 20th day of January, A.D., 2015:

Members Present: Jack Pierson, Mayor
 Ned Finney, Vice-Mayor
 John Dennis
 Dawn Dize
 Matt Hart
 Susan Rillo
 Don Strautz

Staff Present: Jamy Salazar, Treasurer
 John Pavlik, Zoning Administrator

Call to Order

The meeting was called to order by Mayor Pierson at 6:28pm.

Invocation/Pledge of Allegiance

The invocation was given by Dawn Dize and the Pledge of Allegiance to the Flag was led by Don Strautz.

Property @ 25571 East Main Street

Mike McArthur from GMB brought scribble boards of the current proposed plan for the Town Office so that Council may make changes. He gave Council a code evaluation based on the International Building Code, adding that there appears to be two separate occupancies in the building. There is an assembly occupancy for the meeting room and a business occupancy for the offices. By code, these occupancies need to be fire separated. This is a Title 2 government building so ADA compliance is required. There is a requirement of four water closets, three lavatories and two drinking fountains. He asked to do an imaginary walk through the building and make changes as necessary. Mr. Finney asked how many parking spaces will be required. Mr. McArthur stated that he does not have a definite number but a general rule is one space per 200 square feet, although he has not looked into any town requirements. Ms. Salazar brought him a lot survey per his request and he will have more information once he is able to look at it. Mr. McArthur asked numerous questions about the offices – how many occupants for each office, how much file space and storage is needed, as well as the need for a reception area with a few seats. Ms. Salazar stated that most of the offices will only have one occupant but the larger office in reception may house two people. She stated that there is a definite need for filing and storage. The kitchen will function as a break room, serving no more than 4-5 people at one time. Mr. Strautz wants to make sure that there is somewhere for the Council to meet in Closed Session. The current size of the meeting room will hold about 100 people. Mr. McArthur suggested cutting that by about 30%. Council agreed. Mr. McArthur suggested taking some of the additional space for an office or meeting room for Council. Mr. Strautz was not opposed to that idea but also wished to have some room for storage in that area as well. Ms. Dize suggested the use of pocket doors. There was much discussion about the possibility of using the hallway for a meeting area, as well as bathroom location, relating to the hallway and meeting room. Mr. Pavlik suggested that there be a storage area for the chairs in the meeting room. Mr. Dennis asked Mr. McArthur if he thinks the building that's being discussed is more or less than \$500,000.00. Mr. McArthur replied that it will be designed to the Town's budget but it will depend on many factors that have not been decided. Mr. Dennis stated that bids on the current plan were \$600,000.00. Mr. Finney stated that changes are being made to cut the costs. Mr. McArthur replied that it is the responsibility of his firm to give us a building that fits our budget. Billye D. Custis asked what the

budget is. Mr. Finney stated that there isn't one yet – Council is trying to get an idea of what it needs to be. He added that the price of building is not going to go down so it's not a good idea to continue to put this project on hold. He feels that the best way to handle it is to figure out what we want and more importantly what we need and then make cuts to fit a budget that makes everyone comfortable. Mr. McArthur agreed and stated that there are strategies in design and bidding to control costs. In relation to future expansion, Mr. Finney stated that he wants the capability to add or change the building to accommodate future growth. Ms. Dize asked if there is the possibility of adding the second floor that was previously eliminated. Mr. McArthur and Mr. Finney agreed that adding the second floor later is most likely not a possibility. Mayor Pierson said that while he feels that there may be some growth in Town, the likelihood of needing a lot of additional employees and office space is slim. After some discussion, Council decided to leave the shower in the plans. Ms. Siglin suggested hot water on demand instead of a water heater; Mr. Finney agreed. Mr. Dennis wants to make sure there is always a plan readily available in the future to show where all plumbing and electric is located. Mr. Finney would like to leave the dormer windows in the plan. Mr. Strautz thinks that if you eliminate the hip roof it will save money. Mr. Finney and Mr. McArthur think there may be a way to leave the hip roof and still save some money. Mr. McArthur asked to come back to Council with more developed sketches in a couple of weeks.

Motion: To sign and accept the schematic design proposal from GMB,LLC by Ned Finney and seconded by Susan Rillo. Vote: Dennis-yes; Dize-yes; Finney-yes; Hart-yes; Rillo-yes; Strautz-yes MOTION PASSED

Ms. Salazar suggested that Mr. McArthur present his sketches at the February 5th meeting. Council agreed. Billye D. Custis asked why the February meeting is on the 5th and not the 2nd. Ms. Dize and Mr. Strautz agreed. Mr. Strautz asked when the meeting was changed since there was no discussion or vote on the matter. Mayor Pierson explained that Ms. Burge has accepted the position of Chincoteague's Town Attorney and she will no longer be available to meet the first Monday of the month. Mr. Strautz stated that he thought moving the meeting was a one time thing – not permanent. He added that this was never formally discussed – only brought to his attention at a Planning Commission meeting. Ms. Dize stated that she also thought moving the meeting was a one time event. She added that she has a problem with learning that Ms. Burge has taken a position with another town from an article in the newspaper. Mr. Dennis said that he has a problem with Thursday night – his job often requires him to work late on Thursday.

Motion: To move the February 2015 Regular Monthly Meeting from Monday, February 2, to Thursday, February 5th and continue the discussion of moving the meeting day at that time by Don Strautz and seconded by Dawn Dize. Vote: Dennis-yes; Dize-yes; Finney-yes; Hart-yes; Rillo-yes; Strautz-yes MOTION PASSED

Adjourn/Recess

Motion: To adjourn at 7:40pm by Ned Finney and seconded by Susan Rillo. Vote: Dennis-yes; Dize-yes; Finney-yes; Hart-yes; Rillo-yes; Strautz-yes MOTION PASSED

Respectfully Submitted,

Jamye Salazar
Clerk/Treasurer

Jack Pierson
Mayor