

## Onley Town Council Minutes of February 4, 2013

VIRGINIA: At a Regular Monthly Meeting of the Onley Town Council held at the Sage Diner on the 4th day of February, A.D., 2013:

Members Present: Jack Pierson, Mayor  
Billy Chance  
Dawn Dize  
Ned Finney  
Fred Gardner  
Susan Rillo  
Don Strautz

Staff Present: Walter Marks, OPD Chief of Police  
Jamy Salazar, Treasurer  
Cela Burge, Town Attorney  
David Engelhart, Zoning Administrator

### Call to Order

The Regular Monthly Town Council meeting was called to order by Mayor Pierson at 6:30pm. The invocation was given by Don Strautz. The Pledge of Allegiance to the Flag was led by Susan Rillo. Mayor Pierson thanked everyone for coming. He stated that he is unsure how long that we will have to meet at this location but the owner has assured him that we are welcome to hold the meeting here as long as necessary.

### Adoption of Agenda

**Motion: To adopt the agenda by Ned Finney and seconded by Don Strautz. Vote:** Chance-yes; Dize-yes; Finney-yes; Gardner-yes; Rillo-yes; Strautz-yes. MOTION PASSED

### Consideration of Minutes

**Motion: To approve the minutes of the January 7, 2013 Regular Monthly Council Meeting by Don Strautz and seconded by Fred Gardner. Vote:** Chance-yes; Dize-yes; Finney-yes; Gardner-yes; Rillo-yes; Strautz-yes. MOTION PASSED

### Department Reports

#### Police Report & Schedule

Chief Marks stated that Officer Bennett will be attending In-Service training March 11-15. There were several questions and several requests to make changes to the schedule to cover some shifts that are not covered.

**Motion: To approve the March 2013 police schedule by Don Strautz and seconded by Dawn Dize. Vote:** Chance-yes; Dize-yes; Finney-yes; Gardner-yes; Rillo-yes; Strautz-yes. MOTION PASSED

Chief Marks asked Council to approve Sergeant Coulbourne and Officer Bennett to Active Shooter Training at the HRCJTA. There is no cost for the class but there is a possibility of a hotel charge if the dorms are occupied. Chief Marks will get back to Council with that information but he does need to get them registered to ensure space.

**Motion: To send Sergeant Coulbourne and Officer Bennett to Active Shooter Training at the HRCJTA by Don Strautz and seconded by Susan Rillo. Vote:** Chance-yes; Dize-yes; Finney-yes; Gardner-yes; Rillo-yes; Strautz-yes. MOTION PASSED

Chief Marks stated that his laser was sent for re-certification. Kustom Signals responded by saying that it is in need of repair at a cost of \$846.00 before it can be re-certified. Chief Marks does not believe the laser was broken when it was shipped to them. He is waiting to hear back from them but wanted to make Council aware of this situation.

#### **Treasurer's Report**

Ms. Salazar stated that the hotel that was delinquent on their transient occupancy tax is now paid current. She added that there is an additional \$200.00 charge on the Best Ever Lawn Care bill for drilling the holes needed to hang the holiday decorations.

**Motion: To pay the Payables by Ned Finney and seconded by Fred Gardner. Vote:** Chance-yes; Dize-yes; Finney-yes; Gardner-yes; Rillo-yes; Strautz-yes. MOTION PASSED

#### **Zoning**

Mr. Engelhart stated that after a discussion with the Planning Commission about the family entertainment center going in the old Fresh Pride location, it has been decided that the business will be allowed as a use by right. Mayor Pierson asked about the status of the Nicolls property. Mr. Engelhart replied that he believes he has finally acquired a third estimate for the clean-up but stated that no one wants to handle the boats. He hopes to have the estimate by the next meeting. He feels that the clean-up needs to happen before warm weather returns and there is a lot of growth and vegetation.

#### **Attorney's Report**

Ms. Burge had nothing to report. She did state that she has spoken with Mayor Pierson and Ms. Salazar several times this month about minor issues.

#### **Old Business**

Mr. Finney stated that the building committee feels that the next step towards the building is to create an RFP for an architect. Mr. Engelhart would like to advertise on and off the Shore since there are a limited number of local architectural firms. Ms. Burge stated that the committee must use guidelines in the Town's procurement ordinance located in Section 3.4 of the Town Ordinance Book. She stated that the Council will not be asking for a bid but for qualifications as well as their performance on similar projects – essentially we are asking for proposals, not bids. She added that you will want to meet with at least two perspective firms before making a decision. Mr. Engelhart said that Boggs Water & Septic came and had a look at the septic and drain fields and said that they are not usable. He asked that Council also consider an RFP for engineering services to address these issues. Ms. Burge said that the same rules apply to engineering services as does the architectural services. She also suggested that proposals be requested for architectural and engineering services together. Mr. Engelhart stated that a budget needs to be created for this purpose. Mr. Gardner asked if Council can take money from the checking account and earmark it for this purpose. Ms. Burge said that they can with a proper motion and procedure. Council decided to create a capital expense budget to coincide with the upcoming 2013-2014 annual budget.

There was no grant coordinator's report. Ms. Salazar stated that the vests and computer has been received and the ammunition has been ordered. These items were purchased with the Byrne Jag grant and reimbursement has been submitted but not received. The third quarter payment for reimbursement of the Highway Safety Grant has been received and the fourth quarter submitted. Finally, she stated that Ms. Finney and Officer Spivey attended a Highway Safety Grant Workshop last week which they found very informative.

Mr. Finney stated that he will contact Lance Eller to see if he is still interested in serving on the Planning Commission. Mr. Finney asked Ms. Siglin if they can get by with one additional person. She stated that

they can and asked if it was correct that Matt Hart had submitted a letter of interest. Mayor Pierson replied that we have but that Council wants to look at everyone before a final decision is made. He added that he would like to see Council make a decision about this at next month's meeting.

Mr. Gardner told Council that the temp agency in Salisbury is unable to help us with a public works employee. Mayor Pierson asked Council to look over the figures that Ms. Salazar put together relative to the cost of hiring a part-time person pointing out that it will cost the Town approximately \$1,700.00 for workman's comp coverage regardless of how many employees we have. He further added that these figures do not cover the cost of a vehicle. Mr. Finney would like to hire someone for the day to day needs and contract out things like holiday decorations. Mayor Pierson agreed. Ms. Dize stated that she feels we need to do something because the Town looks bad. Mr. Gardner suggested that Council add cleaning the Town Office to the duties for this position and save the money we are paying to Shore Cleaning Service. Council agreed to have Ms. Salazar advertise at the VEC for a part-time public works employee.

Mr. Finney said that the garage door will cost more than expected so he will come back to Council with three quotes to choose from at next month's meeting. He and Mr. Gardner are going to install it to save the cost of labor.

#### **New Business**

**Motion: To appoint Ned Finney to the position of Vice-Mayor by Dawn Dize and seconded by Fred Gardner. Vote:** Chance-yes; Dize-yes; Finney-yes; Gardner-yes; Rillo-yes; Strautz-yes. MOTION PASSED  
Mr. Finney asked for permission from Council to cut the pampas grass and clean-up around the town signs. There was no objection.

#### **Public Comments**

Billye D. Custis signed up to speak but stated that she had nothing to say.

Diana Belote stated that she feels it is ironic that Council questioned the cost of drilling holes for holiday decorations but voted to send officers to training without having a dollar amount. Ms. Burge stated that since we are members of the HRCJTA the expense for training there is nominal. Mr. Finney stated that he was being sarcastic and not really concerned with the cost per hole drilled. Ms. Belote stated that the second item that she has a complaint about is the condition of her neighbor's yard – the decking is broken along with an assortment of trash throughout the yard. Mr. Engelhart replied that after speaking with her earlier, he did take a look at the property and did not see a problem. He added that he will go by and take another look. Ms. Belote asked what is considered a violation. Mr. Engelhart gave her examples of violations and explained the process for resolving the issue once a violation has been discovered.

#### **Council Comments**

Ms. Rillo stated that she has delivered all of her newsletters.

Mr. Gardner thanked everyone for coming to the meeting and expressed his desire to move quickly on the building.

Ms. Dize thanked everyone for getting her newsletters delivered and stated that she is happy to be home. She thanked everyone for coming.

Mr. Strautz thanked everyone for coming and added that he has not delivered newsletters. He explained that his father is very ill and he is trying to help his mother take care of him. Mayor Pierson and Ms. Dize offered to deliver the newsletters for Mr. Strautz.

Mr. Finney thanked everyone for coming.

Mr. Chance thanked everyone for coming.

Mayor Pierson thanked everyone for coming and invited everyone to stay for coffee and dessert.

**Adjourn/Recess**

**Motion: To adjourn at 7:36pm by Ned Finney and seconded by Don Strautz. Vote:** Chance-yes; Dize-yes; Finney-yes; Gardner-yes; Rillo-yes; Strautz-yes. MOTION PASSED

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Jamy Salazar, Treasurer

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John J. Pierson, Mayor