

Onley Town Council Minutes of February 5, 2018

VIRGINIA: At a Regular Monthly Meeting of the Onley Town Council held at the Onley Baptist Church, 25501 W. Main Street, on the 5th day of February A.D., 2018:

Council Members Present: Ned Finney, Vice-Mayor
Ted Bliss
Dawn Dize
Matt Hart
Woody Zember

Council Members Absent: Jack Pierson, Mayor
Susan Rillo

Staff Present: Jamye Salazar, Town Manager
Rachel Kellam, Town Attorney
John Spivey, Chief of Police, OPD

Call to Order

Vice-Mayor Finney called the meeting to order at 6:30pm.

Invocation & Pledge of Allegiance

The invocation was given by Matt Hart and the Pledge of Allegiance was led by Woody Zember.

Adoption of Agenda

Motion: To adopt the agenda by Ted Bliss and seconded by Woody Zember.

Roll Call Vote: Hart-yes; Rillo-absent; Dize-yes; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED

Presentation – Onley Recreation Association

Mike Davis, Alicia Payne and Vickie Sams were there representing the ORA. In their presentation, they thanked the Council for its past donation and asked that they consider another one for this year. Ms. Dize asked how many residents made use of the discounted membership. They replied that there are 16 members that reside in town and 13 of them joined after the discount. Ms. Dize suggested that they have some fundraisers. They agreed and said that some things are in the works. Mr. Finney asked if they find themselves financially stable. Ms. Payne said that they are carrying some debt, but things like payroll and insurance are caught up. Mr. Bliss asked if they have any debts that are at risk. Mr. Davis replied that their current mortgage holder has been very generous with them since they are not interested in owning a pool. Mr. Hart said that he would like to see all of the town residents have access to the tennis courts regardless of whether they purchase a pool membership if the town gives them another donation. John Dennis asked if they predict any maintenance problems with the pool. Ms. Payne said nothing other than regular maintenance, although she is unsure what the next 5-10 years may bring. Deborah Bliss expressed concern about accountability. She would like to see a proposal for use of the money that they are asking for; as well as how exactly the money from last year was spent. Ms. Bliss stated that they had not paid their town taxes last year and still asked for money from the town. Mr. Davis said that Ms. Bliss was wrong about that matter. Mr. Davis said that they will provide the town with anything that they want to see. He added that they are a non-profit organization. Ms. Bliss said that she thinks it's bad business for the town to give them money without knowing how it's going to be spent. Mr. Bliss suggested that they contact the Town Manager and ask to make their donation a line item for discussion at budget meetings. Mr. Hart asked how much money they need. Ms. Payne said approximately \$12,000.00. Ms. Dize said that the Council needs to remember that we are

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talking about municipal funds and they cannot be spent improperly. Mr. Hart agreed with Ms. Dize but added that he feels better about since the citizens are getting something for the town's donation.

Consideration of Minutes

Ms. Salazar stated that the January 4th meeting was moved to January 8th and a notation will be made in the minutes.

Motion: To accept the minutes of the January 4, 2018 Regular Monthly Meeting with the notation by Ted Bliss and seconded by Woody Zember. Roll Call Vote: Hart-yes; Rillo-absent; Dize-yes; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED

Motion: To accept the minutes of the REVISED October 2, 2017 Joint Public Hearing for Special Use Permit & Regular Monthly Meeting by Ted Bliss and seconded by Woody Zember. Roll Call Vote: Hart-yes; Rillo-absent; Dize-no; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED

Department Reports

Police Report & Schedule

Chief Spivey said that a lot of the month was spent dealing with the snow storms and related issues.

Motion: To accept the March 2018 Police Schedule by Ted Bliss and seconded by Woody Zember. Roll Call Vote: Hart-yes; Rillo-absent; Dize-yes; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED

Chief Spivey told Council that the pay rate for the highway safety grant will be increasing from \$25.00 per hour to \$30.00 per hour. He said that nothing is required of Council but he wanted to let them know.

Treasurer's Report/Payables

Ms. Salazar gave her report noting that the month was not complete when the packets were created so some numbers may change.

Motion: To Pay the January 2018 Payables and additional payables by Dawn Dize and seconded by Ted Bliss. Roll Call Vote: Hart-yes; Rillo-absent; Dize-yes; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED

Town Manager's Report

Ms. Salazar said that she has spent some time catching things up since she was out of the office for three weeks. She was able to complete the revised October minutes. There was an issue with VRS that has now been resolved. She has interviewed candidates for the Clerk's position and she will make her recommendation later in the night. She has been working with VDOT to resolve some issues around town. She has worked with Ms. Kellam on the BZA issues. She has processed all of the year end payroll information and forwarded to the IRS, VA Dept. of Taxation and SSA. There was an issue with the Registrar's office in the matter of the election and term changes. She has worked with Ms. Kellam on this matter and it has been resolved. The deadline for anyone wishing to run on the November election is June 12, 2018. She has emailed RFCA a list of upcoming meeting dates and asked that they come and present sooner rather than later. She does have a draft copy of the audit in the office if anyone wishes to see it. The town office will be closed on Monday, February 12 due to an appointment that she cannot change. She will advertise that properly. She has made Council aware of several complaints about people living at the firehouse and has left it up to Council as to how they want to proceed.

Attorney's Report

Ms. Kellam has worked on several BZA matters. She met with Pat White at the Registrar's Office and submitted some paperwork for the election date changes. Lastly, she has researched some charter changes which she will present when that matter is reached on the agenda.

Zoning Administrator's Report

Mr. Pavlik read his report into the minutes. A copy will be attached. Mr. Pavlik would like to create a downtown business district allowing us the opportunity to apply for grants. After some discussion on this matter, Council agreed to let him do some more research on the topic.

Planning Commission Report

Ms. Pierson was unable to make the meeting. Ms. Bliss said that there was no meeting in January but they do continue to discuss residential businesses. They will also be looking at what constitutes a dangerous building and what to do about it. There was some discussion on this matter.

Old Business

In the matter of the new town office, Mr. Finney said that he and Mr. Bliss met with GMB and there are some changes that they (GMB) made as well as some changes that the town made to the plans. He said that the cost for the changes is \$10,000.00. They are changing the air handler location as well as the size of the meeting room, the storage room and the utility room which makes plumbing and electrical changes necessary.

Motion: To accept the proposed changes to the new town office plans by Ted Bliss and seconded by Woody Zember. Roll Call Vote: Hart-yes; Rillo-absent; Dize-yes; Bliss-yes; Zember-yes; Finney-yes.

MOTION PASSED

Mr. Zember said that he is not completely happy with the town banners now that they are elevated. He would like to buy more banners adding white lettering reading Welcome to Onley. He would like to put the flower pots back on the corner in the Spring making sure that they are not in the VDOT right-of-way. Ms. Salazar will have Mr. Simpson check on the current banners since some of them seem to be loose. Mr. Finney would like her to check into getting larger banners for the entrances to town.

New Business

Mr. Finney apologized stating that at last month's meeting he was mistaken about the adoption of a resolution to appoint Ms. Salazar as Town Manager. He said that while Council discussed it, they did not take action on it.

Motion: To do a resolution appointing a Town Manager until the time the Town Charter can be changed by Ted Bliss and seconded by Woody Zember. Roll Call Vote: Hart-yes; Rillo-absent; Dize-yes; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED

Ms. Salazar said that Council should also be prepared to start the process to change the charter since it takes some preparation. Ms. Kellam said that we need to have a discussion as to whether the charter even needs to be changed since once a Town Manager is appointed, the Mayor's duties become different. Council will eventually have a work session to discuss this matter since there may be some other changes to the charter they wish to make.

Chief Spivey asked Council to appoint a payroll review committee for the purpose of making salaries for his officers competitive with other agencies for the purposes of recruitment and retention. Council agreed. Ms. Dize will chair the committee along with Ms. Salazar and Chief Spivey. Ms. Rillo will also be asked to serve.

Motion: To form a payroll review committee by Ted Bliss and Woody Zember. Roll Call Vote: Hart-yes; Rillo-absent; Dize-yes; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED

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Mr. Hart asked if minutes will be kept. Ms. Salazar said that she will record the meeting but she does not plan to keep minutes.

Billye D. Custis and B. Scott Doughty need to be re-appointed to the BZA, but Mr. Doughty has not confirmed his desire to continue serving. BZA terms are five years and they are staggered.

Motion: To re-appoint Billye D. Custis to the BZA by Matt Hart and seconded by Dawn Dize. Roll Call Vote: Hart=yes; Rillo-absent; Dize=yes; Bliss=yes; Zember=yes; Finney=yes. MOTION PASSED

Mr. Zember asked Council for approval to send VDOT an appreciation letter for their hard work during the last two snow storms. Ms. Salazar will write and send the letter. Mr. Bliss suggested that she copy Senator Lewis and Delegate Bloxom in the letter.

Public Comments

Billye D. Custis said that there is a home on Caroline and Pennsylvania with clean up bags that have been out since November but after the Fall Clean-up.

Royal Governor stated that he has been contacted by Linda Cicoira from the Eastern Shore Post because she (Ms. Cicoira) has received an anonymous letter stating that he (Mr. Governor) was spending cash from the firehouse. He said that he has already addressed the matter of people living at the firehouse and reiterated that no one is living there. He is in the process of cleaning up the firehouse so it can be sold. He also heard that he is taking trips with firehouse money which he denied stating that he makes his own money. He said that he has been told that the Town of Onley is investigating him. He is upset by these accusations since he has always been very straightforward with the Town. Mr. Bliss said that as far as he knows, the Town is not conducting any sort of investigation. Chief Spivey said that if we were conducting an investigation, he would not be at liberty to discuss it. He added that the town is not making a comment on the matter at this time. Mr. Governor said that he has seen some things that have caused him concern and he knows that things are not right. Chief Spivey stated for the record that Mr. Governor has not filed any complaint with the Onley Police Department other than a personal matter that is unrelated to the former OVFD. Ms. Salazar asked Mr. Finney to be recognized allowing her to address Mr. Governor. Mr. Finney agreed. Ms. Salazar stated that she has had several complaints this past month about people living at the firehouse. She has made Council aware of that matter and the general consensus of Council was to leave it alone and not get involved. Chief Spivey recommended that Council thank Mr. Governor for his time and effort and make no further comments at this time.

Council Comments

Mr. Hart apologized to Mr. Finney for his phone call during the snow storm. Mr. Finney accepted. Mr. Hart thanked Mr. Governor for his work at the fire company and said the town is not opening up an investigation. He added that he will be unable to list the property do to a conflict of interest. He said he hopes that he gets top dollar and donates to a good charity. He said that he really likes the idea of a downtown business district. He would like to see the farmer's market happen but feels that we would need to build some sort of structure.

Ms. Dize thanked Mr. Hart for his apology to Mr. Finney. She said that she is looking forward to making things happen. She thanked the town employees for all that they do.

Mr. Bliss agreed that the downtown business district is a good idea. He thanked everyone for coming to the meeting and the employees for their hard work. Lastly, he thanked his fellow Council Members.

Mr. Zember thanked everyone for coming. He is really looking forward to doing some things downtown and would like to look into some grants. He would also like to see the farmer's market happen. He would like to build a suggestion box at the current town office. He would like to see the Police Department create the list of people to be checked on around town.

Mr. Finney thanked everyone for all that they do.

Closed Session

Motion: To go into Closed Session at 8:13pm in accordance with Section 2.2-3711(A) of the Code of Virginia of 1950, as amended for the purpose of Paragraph 1: Discussion or Consideration of Personnel Matters pertaining to General Government, specifically related to hiring a Clerk by Ted Bliss and seconded by Woody Zember. Roll Call Vote: Hart=yes; Rillo-absent; Dize=yes; Bliss=yes; Zember=yes; Finney=yes. MOTION PASSED

Open Session & Certification of Closed Session

Motion: To return to Open Session (8:24pm) by Ted Bliss and seconded by Dawn Dize. Roll Call Vote: Hart=yes; Rillo-absent; Dize=yes; Bliss=yes; Zember=yes; Finney=yes. MOTION PASSED

At this time, Mr. Finney stated that along with the matters disclosed, an additional personnel matter was also discussed.

A roll call vote was taken before reconvening in Open Session, at which time each member certified by his/her vote whether only the matters previously disclosed were discussed during Closed Session: Pierson=yes; Bliss=yes; Dize=yes; Finney=yes; Hart=yes; Rillo-absent; Zember=yes.

Hiring Clerk

Motion: To hire Melissa Taylor as the Clerk for the town with a salary of \$30,000.00 per year with a 5% increase at the end of a satisfactory six-month probation period by Dawn Dize and seconded by Ted Bliss. Roll Call Vote: Hart=yes; Rillo-absent; Dize=yes; Bliss=yes; Zember=yes; Finney=yes. MOTION PASSED

Adjourn

Motion: To adjourn at 8:26pm by Matt Hart and seconded by Ted Bliss. Roll Call Vote: Hart=yes; Rillo-absent; Dize=yes; Bliss=yes; Zember=yes; Finney=yes. MOTION PASSED

Respectfully submitted by,

Jamye Salazar
Town Manager