

## Onley Town Council Minutes of March 24, 2011

VIRGINIA: At a Recessed Meeting of the Onley Town Council held at the Onley Fire & Rescue Building on the 24th day of March, A.D., 2011:

Members Present: Billye D. Custis, Mayor  
Billy Chance (arrived 6:33pm)  
Dawn Dize  
Lance Eller  
Ned Finney  
Don Strautz

Staff Present: Sergeant Walter Marks, OPD Officer- In- Charge  
Jamy Salazar, Treasurer

Absent: Teresa Marshall, Vice - Mayor

### Call to Order

The Recessed Town Council meeting was called to order by Mayor Custis at 6:30pm. The invocation was given by Ned Finney. The Pledge of Allegiance to the Flag was led by Dawn Dize.

### Adoption of Agenda

**Motion: To adopt the agenda by Lance Eller and seconded by Don Strautz. Vote:** Chance-yes; Dize-yes; Eller-yes; Finney-yes; Marshall-absent; Strautz-yes. MOTION PASSED

### Old Business

Mayor Custis stated that the Town has received only one application for the position of FT police officer but the VEC ad states that the Town will accept applications until March 30<sup>th</sup>. Council decided to wait until the deadline is over to consider all applications.

Mayor Custis stated that Officer Coulbourne has been evaluated and has received a very good evaluation. She further stated that he arrives early, stays late and has a terrific work ethic. Ms. Dize asked if he seems happy working for the Town. Mayor Custis and Mr. Eller both stated that he seems very happy and he also thanked Council for giving him the opportunity to work for the Town of Onley. Sergeant Marks asked Council to allow Officer Coulbourne the use of a take home car since he does live within 10 miles of Town. Mayor Custis stated that according to our Take Home Policy, an officer is required to have a good evaluation before that can happen. Mr. Finney asked about his pay. Ms. Dize asked if there is a payroll scale that employees automatically move to at certain point. Mayor Custis stated that there is not but she would like the Town to consider implementing one in the future. For budget purposes, she did have a chart showing the cost to the Town for a 2-5% increase in pay for each employee.

**Motion: To give Officer Jamie Coulbourne a 5% pay increase as well as the use of a take home car by Lance Eller and seconded by Ned Finney. Vote:** Chance-yes; Dize-yes; Eller-yes; Finney-yes; Marshall-absent; Strautz-yes. MOTION PASSED

Mayor Custis stated that she and Kristie Finney met with Peggy Jordon from the USDA on Wednesday and that Ms. Jordon stated that the Town will need to secure a licensed architect to oversee the building project. They can offer a 40 year loan up to \$600,000 with a current interest rate of 4.25%. There is no grant money for building but they do have a \$25,000 grant for equipment only. The first year of the loan is interest only and we will also need to contact two conventional lenders to see if they can give us a comparable deal. The payment can be paid yearly or monthly. She will also need maps, plats, plans and Town meeting minutes that support the Council saying to move forward with this project. The Town will

also need to have a debt service reserve of 10% of the monthly payment until a yearly total is reached. They will require an operating budget and possibly a bond. The first step is the environmental impact study and then they will get the guide out for the architect. The study takes about 90 days.

**Motion: To proceed with the environmental impact study needed to pursue the loan from USDA by Lance Eller and seconded by Ned Finney. Vote:** Chance-yes; Dize-yes; Eller-yes; Finney-yes; Marshall-absent; Strautz-yes. MOTION PASSED

Mr. Finney told Council that he has located a 2006 Tacoma truck with 85,000 miles for the price of \$9,000.00. Ms. Dize asked if there is a need for another truck. Mr. Finney stated that Jerry cannot drive the white truck with the mosquito sprayer in the back. Ms. Dize asked if there was still a problem with the amount of gas being used as well as the issue of the truck being outside of town. There was some discussion about the amount of gas that the Public Works Department is using as well as the issue of missing gas cans. Mayor Custis stated that she spoke with Jerry earlier in the day and he stated that the gas cans are at his father's house and that he has no explanation for the amount of gas being used. Mr. Strautz asked if the truck could be leaking fuel. Mayor Custis stated that there is also an issue with the mileage being documented in the log book that needs to be addressed.

**Motion: To have a Closed Session on next month's agenda to discuss a Personnel Matter within the Public Works Department by Lance Eller and seconded by Ned Finney. Vote:** Chance-yes; Dize-yes; Eller-yes; Finney-yes; Marshall-absent; Strautz-yes. MOTION PASSED

After some discussion about the cost of another truck, the specific need for one and the value of the dump truck being only \$3,200 to \$5,750, Council decided that the mosquito sprayer can be installed in the dump truck for Mr. Shaw to use. Mr. Eller will check with HW Drummond's about the cost of a heavy tarp and John Dennis will look into the cost of an asphalt cover for covering the sprayer since the dump truck is not kept in the garage.

Council decided to have Spring Clean-up from May 1st until May 8<sup>th</sup>. Items may be set out beginning May 1<sup>st</sup> – May 8<sup>th</sup> with actual pick-up to begin May 9<sup>th</sup>. Council agreed that only yard debris will be picked up and that it shall be in clear plastic bags. The Town will provide these bags to residents and the length of branches and limbs should be no more than 4 feet. Council decided that it will be put in the next newsletter and to have Ada Jo come in the week of Clean-Up to help with the phone calls.

**Motion: To have Spring Clean-up from May 1st until May 8<sup>th</sup> by Ned Finney and seconded by Dawn Dize. Vote:** Chance-yes; Dize-yes; Eller-yes; Finney-yes; Marshall-absent; Strautz-yes. MOTION PASSED

### **New Business**

Mayor Custis stated that a draft of the 2011-2012 Budget is in the blue folders. The budget as it stands is \$76,627.00 in the red and it does not include anything for the new building. She suggested that they look over it and come back at another time to discuss it. Mr. Finney asked about the drop in meals tax. Mayor Custis explained that McDonalds will be closing tentatively from late May to early September and this will affect our meals tax tremendously. Mayor Custis also pointed out that there is no donation to the Fire Department in this budget. Mr. Strautz asked about the sanitation contract and when it needs to be renegotiated. Ms. Dize asked if there are a lot of complaints about Waste Management and Ms. Salazar stated that there are. Mayor Custis explained that the amounts for health insurance and VRS were left the same as last year so that if someone that does not get it should leave employment with the Town – we will be able to offer it to a replacement if necessary. Council decided to put it on the agenda for April's Regular Monthly Meeting.

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**Motion: To adjourn at 7:50p.m by Lance Eller and seconded by Don Strautz. Vote:** Chance-yes; Dize-yes; Eller-yes; Finney-yes; Marshall-absent; Strautz-yes. MOTION PASSED

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Jamye Salazar, Treasurer

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Billye D. Custis, Mayor