

Onley Town Council Special Meeting Minutes of September 19, 2018

VIRGINIA: At a Special Monthly Meeting of the Onley Town Council held at the Onley Town Office, 25559 E. Main Street, on the 19th day of September A.D., 2018:

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

Staff Present:                  Jamye Salazar, Town Manager  
   Melissa Taylor, Clerk  
   Rachel Kellam, Attorney

**Call to Order**

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

**Moment of silence in memory of Mayor Jack Pierson**

**Invocation & Pledge of Allegiance**

The invocation was given by Ted Bliss and the Pledge of Allegiance was led by Woody Zember.

**Adoption of Agenda**

**Motion: To adopt the agenda by Susan Rillo and seconded by Ted Bliss.**

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

**Discussion of Charter Changes**

Ms. Kellam opened by stating she completed the changes Council had requested. Mr. Bliss said he is pleased with how the Charter looks and says it is consistent with how the town is operating. Mr. Finney agrees with Mr. Bliss. Ms. Dize stated the Town Manager still has to answer to the Council, she agrees with the changes. Ms. Rillo noted if the town ever had to hire a new Town Manager they would seek out candidates with Town Manager experience, she agrees with the changes. Mr. Bliss asked Ms. Kellam if these changes will be made in the General Assembly this year. Ms. Kellam responded a spot was reserved with Senator Lynwood Lewis for his sponsorship in the upcoming General Assembly. Ms. Custis asked if the wording needs changing to state the Town Manager could also be the Town Treasurer. Ms. Kellam stated the Town Manager has the responsibility now through the Charter and also covered under Virginia Law. Ms. Kellam pointed out 4.2 in the Charter that states shall be the executive officer of the town and be responsible for to the town for the proper administration of the town government. She noted the proper administration of the town government is making sure the Town Treasurer job is being performed. Ms. Kellam said the verbage could be changed stating the Town Manager who can also be the Town Treasurer. Mr. Finney asked Ms. Kellam to make that change. Ms. Kellam will make the appropriate changes and send all Council Members a copy of the updated Charter with all corrections completed. All Council Members in agreement of the changes. Mr. Hart asked Ms. Kellam if other town Charters on the Shore had similar language. Ms. Kellam stated exact language, noting she reviewed several from the Shore, i.e., Exmore, Cape Charles, and Eastville. She said she had provided Council copies of other towns Charters at the first meeting discussing the Charter changes.

**Motion: To accept the Charter with change and send to the General Assembly by Ted Bliss and seconded by Woody Zember.**

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

**Discussion of Onley Volunteer Fire & Rescue Building**

Ms. Kellam stated the OVFD is under contract to be sold, with a signed contract and a closing date mid-October. Ms. Kellam noted if the deal falls through and there is no closing at that time the town could reconsider the purchase of that building, but at this time the building is not for sale.

**Discussion of Interim Mayor**

Ms. Kellam stated pursuant under the Town Charter noting page 2 - 3.2 (of the Town Charter) reading aloud the second sentence. The vacancy in the office of Mayor shall be filled for the unexpired term from among the qualified voters of the town by the majority vote of the Council. Ms. Kellam explained as long as the replacement is a resident of the Town of Onley and a registered voter they could be considered for the Mayor position to fill the seat until January. Mr. Bliss stated he would like to see a town resident to fill the vacancy. Ms. Salazar said in the past, with a vacancy of a Council position a notice was put out to the town residents. She stated the residents would have to submit a letter of interest asking to be considered for the position. Ms. Salazar said she is mailing out a town newsletter next week and she could advertise the vacancy notice inside the newsletter explaining it is a short-term Mayor vacancy. Ms. Kellam recommended posting a notice in the local post office to move along the possibilities of interest. She stated the position needs to be filled 45 days from the vacancy, but it would be nice to have someone in that role sooner. Ms. Dize spoke up stating she is interested in stepping up from the Council to the Mayor position. All Council Members agreed to accept Ms. Dize request. Ms. Rillo said she would like to appoint Ms. Dize as interim Mayor and open up to the public the vacancy seat on Town Council.

**Motion: To appoint Dawn Dize as Interim Mayor for the remainder of the 2018 term by Susan Rillo and seconded by Woody Zember.**

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

**Motion: To open the vacant seat on Town Council for the remainder of the 2018 term to the public by Susan Rillo and seconded by Matt Hart.**

Ms. Kellam will research the requirements to fill the Council Members vacancy position.

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

Adjourn

**Motion: To adjourn at 6:53 pm by Matt Hart and seconded by Ted Bliss.**

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

Respectfully submitted,

Melissa Taylor  
Clerk

Dawn Dize  
Interim Mayor