

Onley Town Council  
Regular Monthly Meeting  
Minutes of January 6, 2020

Hearing for Special Use Permit and Regular Monthly Meeting of the Onley Town Council held at the Onley Baptist Church, 25501 W. Main Street, on the 6th day of January A.D., 2020:

Council Members Present: Matt Hart, Mayor  
Ned Finney, Vice Mayor  
Billye D. Custis  
Claudia Harmon  
Rose Pierson  
Susan Rillo  
Woody Zember

Staff Present: Jamye Salazar, Town Manager  
John Spivey, Chief of Police, OPD  
Alissa Yoder, Clerk

**Call to Order**

Mayor Hart called the meeting to order at 6:00pm.

**Moment of Silence in Memory of Bennie Tatum**

Mayor Hart began the meeting with a moment of silence for Bennie Tatum, who passed away on December 20, 2019.

**Invocation & Pledge of Allegiance**

The invocation was given by Claudia Harmon and the Pledge of Allegiance was led by Ned Finney

**Adoption of Agenda** – Ms. Salazar reported that David Foley from RFCA will not be presenting the 2017-2018/2018-2019 audit until next month's meeting, therefore the Presentation can be taken off of the agenda.

**Motion:** To adopt the agenda, with the change that is requested by Ned Finney and seconded by Susan Rillo.

**Roll Call Vote:** Zember-yes; Rillo-yes; Harmon-yes; Pierson-yes; Custis-yes; Finney-yes.

**MOTION PASSED**

**Consideration of Minutes**

**Motion:** To adopt the December 2, 2019 Regular Monthly Meeting minutes by Rose Pierson and seconded by Susan Rillo

**Roll Call Vote:** Custis-yes; Finney-yes; Harmon-yes; Pierson-yes; Rillo-yes; Zember-yes.

**Motion Passed**

**Department Reports:**

**Police Report & Schedule** – Chief Spivey presented council with a police report and a schedule for January, 2020. Councilwoman Harmon inquired about the length of time the officers have to receive a holiday off. Chief Spivey replied that the holiday must be taken within the pay period of the actual

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holiday. Mayor Hart inquired about the police car purchase. Chief Spivey replied that there are no new updates. He noted that he foresees receiving the car in about 6 months.

**Motion: To adopt the January and February 2020 Police Department schedule by Susan Rillo and seconded by Woody Zember.**

**Roll Call Vote: Custis-yes; Finney-yes; Harmon-yes; Pierson-yes; Rillo-yes; Zember-yes.**

**Motion Passed**

**Treasurer's Report**

Ms. Salazar gave her report for December 2019. A copy of the report is available at the town office. Councilman Zember inquired about businesses late on meals tax payments. Ms. Salazar reported that there are three businesses that are late at this time. She also noted that there is another business on a payment plan, which Ms. Kellam suggested getting a warrant in debt for. Councilwoman Harmon asked if a warrant in debt be placed against the hotel that has changed hands in town. Ms. Salazar replied that it can be done, but the whereabouts of the former owners is unknown at this time. Ms. Salazar informed council that Ms. Kellam is working on this matter. She also noted that real estate taxes were paid for the former owners of the hotel, which she believes were about \$5,000. Mr. Zember also inquired about the park's in-kind donations. Councilwoman Custis stated that 'in-kind donations' refers to the cost of the products that have been donated from businesses to the park.

**Motion: To pay the payables including the additional payables by Rose Pierson and seconded by Ned Finney.**

**Roll Call Vote: Custis-yes; Finney-yes; Harmon-yes; Pierson-yes; Rillo-yes; Zember-yes.**

**Motion Passed**

**Transfer Money from PNC Money Market**

Ms. Salazar reported that she reached out to banks to inquire about their rates. She noted that due to rates changing daily, she attempted to receive the rates today, but some banks did not get back to her in time. Councilman Finney stated that he would like Ms. Salazar to wait until all the banks get back to her, and then make a decision based on what the highest rate is. The other councilmembers agreed.

**Town Manager's Report / Zoning Administrator Report / Public Works Report**

Ms. Salazar read her report for Town Manager, Zoning Administrator and Public Works for December 2019. This report is available at the Town Office.

**Attorney's Report**

In Ms. Kellam's absence, Ms. Salazar reported that Ms. Kellam has written the letter to Mr. Moore regarding the special use permit, completed the process for Mr. Dennis' BZA appointment, and spoke with Ms. Salazar regarding transient, meals and delinquent taxes within the town.

**Planning Commission Report**

Ms. Bliss reported that the Planning Commission is wrapping up looking at the Zoning Ordinance for any changes and are hoping to report their changes at the February meeting. She also noted that the Planning Commission is considering meeting every other month instead of every month.

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**Old Business**

**Property at 25571 E. Main Street / New Town Office**

**Conceptual Berecah Plan** – Councilwoman Pierson informed council that the Building Committee will be traveling to Berecah this week to select options for the building that will determine the cost. She noted that since they are staff that will occupy the building more than others, the Building Committee would like to have Ms. Salazar and Ms. Yoder come along to assist with selections. Some members of council opposed the Building Committee traveling to Berecah, noting that they believed council is not at that step in the process yet and that all members of council should be involved with the decision making. Mayor Hart replied that this part of the process is already paid for, and the Building Committee is going to Berecah to complete the process so that an estimate can be made, therefore the Building Committee is doing their due diligence. Brian Corbin and Councilwoman Pierson agreed and reiterated Mayor Hart's point. Brian Corbin also suggested putting the building options on a referendum. The council discussed the price of the building, inquiring with Mayor Hart about the estimated price of Berecah. Mayor Hart reported that a 3,000 square foot standard finished Berecah building would be around \$500,000, therefore he believes the Berecah building that is smaller would be around \$500,000 with ground work included. Council also discussed the size of the Berecah meeting room. After discussion, council agreed that Ms. Salazar can go to Berecah with the Building Committee.

**GMB Plan** – Vice-Mayor Finney stated that there is nothing to report until the Building Committee returns with the Berecah information.

**Town Office/ Building Construction Budget (Discussion)** – Mayor Hart reiterated that he would like to see a budget set for the building. Councilwoman Custis read the minutes from the December 2019 meeting, which stated that 'all council members objected to setting a budget at this time, with the exception of Councilwoman Pierson.'

**George N. McMath Park/Committee Report**

A report for the George N. McMath Park Committee was presented by Billye D. Custis. The report is available at the town office. Ms. Salazar also noted that she is struggling to find post connectors and if anyone is aware of where to find them, to let her know. Councilwoman Custis reported that concrete needs to be purchased with the council's approval.

**Motion:** To purchase concrete from T & W at \$130 per yard as needed by Ned Finney and seconded by Woody Zember.

**Roll Call Vote:** Custis-yes; Finney-yes; Harmon-yes; Pierson-yes; Rillo-yes; Zember-yes.

**Motion Passed.**

**Beautification Committee Report** – Ms. Salazar reported that the Beautification Committee has not met in the last month, but stated that she would like to start the process in the spring to put up electric on the poles to have more snowflakes at Christmas. She also noted that the snowflakes are down and the town seal banners are up now.

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**Go Green Committee** – Mayor Hart stated that he would like to pursue the Historical Preservation Committee first and put the Go Green Committee on hold for now due to Mr. McMath and Mr. Vincent showing interest in the Historical Committee.

**Historical Preservation Committee** – Mayor Hart requested that Ms. Salazar advertise to see if anyone is interested in serving on the Historical Preservation Committee. Ms. Salazar agreed to advertise.

**Special Use Permit (SUP) – William M. Moore LLC**– Ms. Salazar updated council, reporting that since the December meeting, Ms. Kellam delivered Mr. Moore a letter with questions, and that Mr. Moore has responded. She recommended that the next step be that she gather information regarding Mr. Moore’s business and property and send the Special Use Permit to public hearing. Ms. Salazar asked council if they would like to have a joint public hearing with the Planning Commission, as was done in the past.

**Motion:** To have a joint public hearing on the Special Use Permit for William M Moore LLC with the Planning Commission by Susan Rillo and Woody Zember.

**Roll Call Vote:** Custis-yes; Finney-yes; Harmon-yes; Pierson-yes; Rillo-yes; Zember-yes.

**New Business**

**Discussion of Meeting Procedure(s)**

Vice-Mayor Finney expressed his concern over meeting rules not being followed. He noted that the public is speaking without being recognized. He also noted that the public comments are not topics of discussion, with question and answers at that time, and that they are to be only three minutes long. Councilwoman Custis and Vice-Mayor Finney agreed that questions from the public should be put on the next month’s agenda, if the council chooses to do so, instead of discussing the situation immediately. Mayor Hart also noted that he would like to see council members wait their turn to talk and ask to be recognized.

**Public Comments** – Laurice Holt took exception to council’s discussion of the public not speaking during meetings. Vice-Mayor Finney agreed that at times, it is information from the public that may be pertinent to the discussion of council and that although it is not proper procedure, at times it is important for the public to talk during the meetings. Ms. Bliss also noted that the public is only allowed to speak at Public Comments, which is after the council has already voted. Mayor Hart expressed his concern with Ms. Holt over her statement that she will not be attending future meetings. The council and public discussed ways to make it easier for the public to voice their opinions. Mr. Corbin agreed that there must be an orderly meeting, but would like to make sure the public has a “big say” at the meetings. He also noted that there should be ways that the council give some money back to the residents of Onley if money is saved constructing the new town office building.

**Council Comments**

Councilman Zember thanked everyone for coming, and noted that he hopes there are answers after Berecah is visited. Councilwoman Rillo thanked everyone for coming, thanked the employees and wished everyone a Happy New Year. She also expressed that if there is no new information about the GMB plan, she would like to go with the Berecah plan and would like to see something being built this year. She also noted that she feels the topic has been “rehashed” and she feels there are more important things to focus on. Councilwoman Harmon stated that she “just wants it to be right”

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regarding the building, and "just wants as much information as she can". She also thanked everyone for coming. Councilwoman Pierson thanked everyone for coming, noting that the council values the public's opinion. She thanked everyone for their comments, saying she "certainly takes them to heart". Councilwoman Custis thanked everyone and expressed her empathy over being in the public and wanting to voice your opinion. She also asked if January is supposed to be the month for re-appointments. Ms. Salazar replied that she believes Ms. Custis is correct, and she will put it on the agenda for February. Vice-Mayor Finney thanked the employees, and stated "Bennie Tatum is certainly going to be missed." He also noted that he would like everyone to say a prayer for Rosebud Custis, who is currently in the hospital. Vice-Mayor Finney stated that the Onley Police Department has been receiving positive comments from the public, and he expressed his gratitude for that. He also thanked the councilmembers and noted that 2020 is a new year.

**Closed Session**

**Motion:** To go into Closed Session 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 the General Government specifically related to changes in the Clerk's (Alissa Yoder) position by Billye D. Custis and seconded by Susan Rillo.

**Roll Call Vote:** Custis-yes; Finney-yes; Harmon-yes; Pierson-yes; Rillo-yes; Zember-yes.

**Motion passed at 8:15pm**

**Open Session & Certificate of Closed Session**

**Motion:** To return to Open Session by Billye D. Custis and seconded by Rose Pierson.

**Roll Call Vote:** Custis-yes; Finney-yes; Harmon-yes; Pierson-yes; Rillo-yes; Zember-yes.

**Motion passed at 8:30pm**

A roll call vote was taken after 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:

**Roll Call Vote:** Custis-yes; Finney-yes; Harmon-yes; Pierson-yes; Rillo-yes; Zember-yes; Hart-yes.

**Motion:** To give Alissa Yoder a 5% increase, allow her to go part-time on a trial basis and have Ms. Salazar advertise for another part-time employee by Billye D. Custis and seconded by Woody Zember.

**Roll Call Vote:** Custis-yes; Finney-yes; Harmon-yes; Pierson-yes; Rillo-yes; Zember-yes.

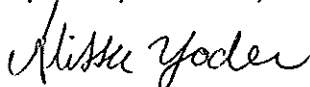
**Adjourn**

**Motion:** To adjourn at 8:32 pm by Billye D Custis and seconded by Rose Pierson.

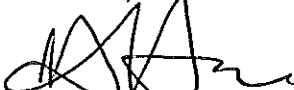
**Roll Call Vote:** Custis-yes; Finney-yes; Harmon-yes; Pierson-yes; Rillo-yes; Zember-yes.

**Motion passed.**

Respectfully submitted,



Alissa Yoder, Clerk



Matthew D. Hart, Mayor