

Onley Town Council  
Regular Monthly Meeting  
Minutes of March 2, 2020

Regular Monthly Meeting of the Onley Town Council held at the Onley Baptist Church, 25501 W. Main Street, on the 2<sup>nd</sup> day of March 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: Rachel Jamye Salazar, Town Manager  
John Spivey, Chief of Police, OPD  
Rachel Kellam, Attorney  
Alissa Yoder, Clerk

**Call to Order**

Mayor Hart called the meeting to order at 6:30pm

**Invocation & Pledge of Allegiance**

The invocation was given by Susan Rillo and the Pledge of Allegiance was led by Rose Pierson.

**Adoption of Agenda** - Mayor Hart stated that after speaking with Ms. Salazar, he would like to request on her behalf that Discussion of appointing Brian Corbin to the Board of Zoning Appeals and the Planning Commission be added to the agenda. He noted that he would like to add this discussion under New Business E. There were no other additions to the agenda.

**Motion: To adopt the agenda as written with the changes of the addition of E under New Business 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**

**Presentation – Adam James, Chief, Onancock Volunteer Fire Department –** Mr. James presented council with an update and yearly statistics on the Onancock Volunteer Fire Department. He noted that there has recently been a motor rebuild on an ambulance, which was \$14,000, along with a fire truck that will need to be purchased in the near future. The Fire Department is hoping to receive grant money to help with the purchase of the fire truck. He asked council to consider donating to the Fire Department, and noted that he is aware of the town budget that council needs to abide by. Mayor Hart expressed his gratitude to the Onancock Volunteer Fire Department and thanked Mr. James for his time.

**Presentation – Shannon Lewis, Taylor Bank –** Ms. Lewis presented council with an option from Taylor Bank for the deposit of public funds. She provided council with packets with detailed

Onley Town Council  
Regular Monthly Meeting  
Minutes of March 2, 2020

information about the public funds program. Ms. Lewis noted that interest rates are competitive with Taylor Bank, but rates are volatile and change daily. Mayor Hart inquired what the average rate would be. Ms. Lewis responded, telling Mayor Hart last week it was 1%, however she stressed that the rate changes daily. Adam James, who is also employed by Taylor Bank, reiterated Ms. Lewis' words that the rate is changing daily. He noted that especially with the current epidemic, the rates are even more volatile than average. Mayor Hart inquired about an average rate, which Ms. Lewis responded by saying the rate is never as high as 3%.

**Presentation – Onley Recreation Association (ORA)** – Owners of the Onley Recreation Association presented council with an updated packet of membership data, a profit loss statement from last year, and a list of future projects and events. She also noted that community members have been helping in many different ways, as well as expressing her appreciation for the ongoing relationship that the ORA has with the Town of Onley.

**Presentation – Clara Vaughn, A-NPDC** – Ms. Vaughn presented council with information regarding a rail-to-trail project that the A-NPDC would like to begin in Onley. She stated that VDOT has proposed a one-mile stretch of rail to be converted to a pedestrian trail. She provided council with the one-mile stretch that VDOT was interested in converting, and inquired with council about their preference, along with any questions they may have. Ms. Custis suggested having the pedestrian trail end closer to Walmart so that more pedestrians can walk to and from there. Mayor Hart inquired if it was possible to apply for the entire stretch of rail, which Ms. Vaughn stated was 1.1 miles. She responded that she thought that it was possible. All council members were in favor of the entire stretch of rail being converted.

**Consideration of Minutes**

**Motion:** To accept the minutes from February 3, 2020 Joint Public Hearing and Regular Monthly Meeting 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**

**Police Report and Schedule (April 2020)** – Chief Spivey began by speaking about the Covid-19 virus that is beginning to surface in the U.S. He warned of the potential impact it could have for the town both physically and financially, and noted that if Covid-19 begins to impact Onley, the council may be asked to purchase gear or training for the Police Department quickly. He also noted that the Onancock Volunteer Fire Department needs to have every vehicle that they own running well for the potential crisis. Adam James spoke of the logistics of the potential impact for the Onancock Volunteer Fire Department. He noted that EMS workers need to have all gear necessary that the CDC is recommending. Councilwoman Rillo inquired if any action was taken in developing a disaster plan a few years ago. Chief Spivey noted that nothing was developed due to lack of interest. Mayor Hart inquired if the police department has obtained any suits to deal with exposure. Chief Spivey noted that the department did not obtain suits or masks, due to his research in their ineffectiveness.

Onley Town Council  
Regular Monthly Meeting  
Minutes of March 2, 2020

Chief Spivey provided council with a chart to show the statistics for the Police Department from before he was Chief to present time. He noted that the chart gives a more adequate view and broader perspective as oppose to simply reading numbers. He also provided council with the April police schedule. Councilwoman Harmon requested the final schedule for February and March. Ms. Salazar responded that she will be emailing all council members the final schedules of February and March.

**Motion: To accept the April 2020 Schedule 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**

**Treasurer’s Report – Payables –** Ms. Salazar reported the February 2020 Treasurer’s Report, which is available at the town office.

**Motion: To pay the payables 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**

**Transfer money from PNC Money Market/Interest Rates –** Ms. Salazar provided council with a rate sheet, which included interest rates from Atlantic Union and BB&T. She noted that PNC, SunTrust and Shore United did not report their interest rates in time for the meeting. Council discussed the rates, terms and amount to be transferred with Ms. Salazar.

**Motion: To move \$350,000 from PNC to BB&T for 12 months 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**

**Town Manager’s Report/Zoning Administrator’s Report/Public Works Report –** Ms. Salazar reported the February 2020 Town Manager’s Report/Zoning Administrator’s Report/Public Works Report. A copy of this report is available at the town office.

**Attorney’s Report –** Ms. Kellam reported that in the last month, she has had a few phone conversations with Ms. Salazar regarding the Fire Lane Ordinance, Shore United, and reviewing the town’s Dog Ordinance.

**Planning Commission Report – Proposed Revised Zoning Ordinance -** Mr. Bill Ferguson provided council with the Planning Commission report. He reported that the Planning Commission has been going over the Zoning Ordinance for about a year. He provided council with copies of the Zoning Ordinance with all suggested changes highlighted. He also advised the Planning Commission to read the Comprehensive Plan ahead of Planning Commission meetings, to expedite the reviewing process. Ms. Kellam reminded the Planning Commission that unless the council requests that the Zoning Ordinance be reviewed, the ordinance does not necessarily need to have changes made. The council discussed the legal details and history of

Onley Town Council  
Regular Monthly Meeting  
Minutes of March 2, 2020

the Planning Commission's relationship with council with Ms. Kellam. Ms. Kellam advised council to read through the Zoning Ordinance for future discussion.

**Old Business**

**Property at 25571 E. Main St/New Town Office/Committee Report** – Councilwoman Pierson reported that the Building Committee is working on the request for proposal and will be sending it in the next few days to Ms. Salazar, who will then send it to Ms. Kellam to review before it is sent out to bid. Ms. Kellam responded that there may have to be a meeting before it goes out to bid to make sure the RFP or RFB is accurate to what may or may not change for the builder. Councilman Finney made council aware of some details of the final building plans that they may want to change. Council discussed what needs to be on a list for what may and may not be changed when putting the building out to bid. They also discussed the placement of the staircase, upstairs access and stoop coverage.

**George N. McMath Park/Committee Report** – Billye D. Custis presented a monthly update to council regarding the George N. McMath Park. The report is available at the town office. Council discussed fixing the ditches, which has to be done by VDOT.

**Beautification Committee Report** – Ms. Salazar reported that the committee did not meet this month, however the snowflake banners have been ordered but have not yet arrived.

**Historical Preservation Committee-** Mayor Hart reported that the Historical Preservation Committee has not had a meeting thus far, therefore there is nothing to report this month.

**Parking Ordinance** – Ms. Kellam provided council with a draft Parking Ordinance. She reported that after discussing the ordinance with Chief Spivey and Ms. Salazar, she is recommending to council that section 10 be taken out of the ordinance. She also noted that section 8 was added and some editing is recommended to section 9. After comments made by Chief Spivey, Ms. Kellam suggested going to Ann Dize to discuss the ordinance. Councilman Finney agreed.

**New Business**

**Planning Commission Re-appointments (Bowling, Kluis)**

**Motion: To re-appoint Don Bowling for a two-year term and John Kluis for a three-year term to the Planning Commission by Susan Rillo and seconded by Rose Pierson.**

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

**Motion Passed**

**Discussion of Onley Dog Ordinance #2004-01** – Chief Spivey spoke of the current Dog Ordinance not being adequate due to vagueness and definitions being up to interpretation and therefore difficult to enforce. The council discussed what would be appropriate to edit in the current Dog Ordinance with Ms. Kellam and Chief Spivey.

Onley Town Council  
Regular Monthly Meeting  
Minutes of March 2, 2020

**Adoption of Onley Town Council Rail-to-Trail Multi-Use Path Resolution** – Ms. Kellam stated that she will discuss the potential trail with Ms. Vaughn from A-NPDC. Council replied that they would like to see the resolution read that the trail will be within the town limits, in hopes that they may see a trail established from one end of town to the other. Ms. Salazar suggested adding the resolution to the agenda for the budget workshop, after Ms. Kellam and Ms. Vaughn discuss proper verbiage. The council, along with Ms. Kellam, agreed with Ms. Salazar.

**Set 2020-2021 Budget Workshop Date** – The council established Monday, March 16, 2020 at 6:30pm for the Special Meeting/Workshop.

**Discussion of Appointing Brian Corbin to the BZA and Planning Commission** - No comments were made by council or public regarding the appointment of Brian Corbin to the Board of Zoning Appeals and Planning Commission.

**Motion: To appoint Brian Corbin to the BZA and Planning Commission 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**

**Public Comments** - No public comments were made during this time.

**Council Comments**

**Motion: To dispense with council comments 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**

**Adjourn**

**Motion: To adjourn at 9:16 pm by Susan Rillo and seconded by Billye D. Custis.**

**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