

Onley Town Council  
Regular Monthly Meeting  
Minutes of October 5, 2020

Regular Monthly Meeting of the Onley Town Council held at the Onley Baptist Church, 25501 W. Main Street, on the 5<sup>th</sup> day of October 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  
Jess Long, Sergeant, OPD  
Rachel Kellam, Attorney  
Alissa Yoder, Clerk

**Call to Order**

Mayor Hart called the meeting to order at 6:25pm

**Invocation & Pledge of Allegiance**

The invocation was given by Claudia Harmon and the Pledge of Allegiance was led by Billye D Custis.

**Adoption of Agenda –**

**Motion: To adopt the agenda as written 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**

**Consideration of Minutes –**

**Motion: To accept the minutes from September 14, 2020 as written 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**

**Department Reports**

**Police Report & Schedule (Revised October and November 2020) –** Chief Spivey presented council with the September Police Report, along with Revised October and November schedules. Chief Spivey provided council with the quotes from three companies that provide in-car camera system/body cameras. He noted that the significant difference between the three is software. He also noted that Watchguard is more expensive but the software synchs up automatically. Chief Spivey recommended ProVision to council due to ProVision cameras currently being in the vehicles, along with the financial benefits. Council discussed the differences with Chief Spivey, which Chief Spivey noted is mostly software storage and customer support. Council was polled by Mayor Hart for which system they would like to purchase. All council members chose ProVision except for Councilwoman Custis and Councilman Finney, who noted that they did not feel like they knew enough about the products. Chief Spivey stated that he will get accurate numbers from ProVision, due to the amount ProVision gave being inaccurate

Onley Town Council  
Regular Monthly Meeting  
Minutes of October 5, 2020

and confusing. He will report back at the next meeting. Councilman Finney also requested that Chief Spivey provide detailed notes on the differences of the camera systems.

**Motion: To approve the Revised October 2020 and November 2020 Police Schedule by Susan Rillo and seconded by Ned Finney.**

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

**MOTION PASSED**

**Treasurer’s Report – Payables (September 2020) –** Ms. Salazar presented council with the Treasurer’s Report for September 2020. A copy of this is available at the town office. She noted the businesses in town who are currently delinquent in their meals tax, per Mayor Hart’s inquiry. Councilman Zember also inquired about where the money went that council forfeited from their last quarterly pay. Council answered that the pay was suspended to balance the budget.

**Motion: To pay the payables for September 2020 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**

**Town Manager’s Report/Zoning Administrator’s Report/Public Works Report -** Ms. Salazar presented council with the Town Manager’s Report/Zoning Administrator’s Report/Public Works Report for September 2020. A copy of this is available at the town office.

**Attorney’s Report –** Ms. Kellam reported that she drafted the letter to Mr. Hart regarding the encroachment on the town lot. She also researched if it was allowable to rescind the 2020 real estate and personal property extension resolution. Ms. Kellam noted that the Ag Building property owner contacted her regarding a claim that a pump had been removed from her property. Ms. Salazar noted that she found minutes from January 2015 in which council made a motion to remove two pumps. She read the minutes and motion to council, along with February 2015 minutes related to the pump. The minutes stated that the motion was passed to drain and dismantle the pumphouse, which was on the town’s property. Ms. Kellam discussed the misunderstanding between the property owner, Mayor Hart and the town with council.

**Planning Commission Report –** Councilwoman Pierson noted that there is nothing new to report.

**Discussion of Review of Town Zoning Ordinance (adopted December 5, 2011) –** Ms. Kellam discussed with council the appropriate way to review the Town Zoning Ordinance, if council seeks to review it.

**Old Business**

**Property at 25571 E. Main St./New Town Office Committee Report –** Councilwoman Pierson reported that the veteran’s building will not be going up for sale, but that the committee had another possible option. She reported that the church office building next to the post office will be going up for sale. Mayor Hart discussed the building details and ideas with council and noted that he believed it would be something to consider. Councilwoman Custis noted that the building that the Floor Store was in may also be going up for sale. Council discussed the details of both buildings with Mayor Hart. Council was polled if they would like to have the committee check on both possibilities. All members apart from Vice-Mayor Finney, who had no comment, agreed to have the Committee check on both buildings, however, they would like the committee to wait to look in to the Floor Store building due to the owner recently passing away.

Onley Town Council  
Regular Monthly Meeting  
Minutes of October 5, 2020

**George N. McMath Park Committee Report** – A report for the George N. McMath Park Committee was given by Councilwoman Custis. A copy of this is available at the town office.

**Historical Preservation Committee Report** – Councilwoman Pierson stated that the committee met on September 25 with Judge Vincent, Matt Hart, Rose Pierson in attendance, as well as George McMath via telephone. She reported that many interesting topics were discussed, including revitalizing old, historic buildings in town. They also discussed The Peninsula Enterprise, a now online newspaper that has old archives of the town. Mayor Hart noted that having Judge Vincent and George McMath on the Committee will be a tremendous wealth of knowledge for the town.

**Town Office Hours** – Ms. Salazar reviewed with council that at the June 1, 2020 meeting, the motion passed to change the town office hours to Monday through Friday from 10:00a.m. to 4:00p.m. and the motion would be revisited in four months to see if council wished to continue on with these hours. Ms. Salazar reported to council that there have been no issues with these new hours. Council discussed the subject with Ms. Salazar.

**Motion: To permanently change the town office hours to 10:00a.m. to 4:00p.m. Monday through Friday 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**

**Re-Visit Emergency Order to Extend the 2020 RE & PP Tax Due Dates (adopted July 9, 2020)** – Ms. Salazar stated that due to some businesses being confused on the temporary changes to the meals tax due dates, she recommended that the 2020 real estate and personal property tax due dates be changed back to when they were originally due, so as not to confuse people. She also noted that if the town chooses to keep the motion to extend the due date, the town will have to put a new due date on all taxes mailed out. Council discussed their opinions with Ms. Salazar.

**Motion: To rescind the emergency order to extend the 2020 real estate and personal property due dates during the COVID-19 pandemic disaster by Susan Rillo and seconded by Ned Finny.**

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

**New Business**

**Discussion of Halloween/Trick or Treat** – Ms. Salazar reported to council that a resident voiced her concern for trick or treating in town. Ms. Kellam stated that the town cannot tell the residents that they cannot have trick or treating at their own home. Council discussed the subject with Ms. Kellam and Chief Spivey. Chief Spivey noted that there will not be a big police presence that evening, and that there will be a notification about this change in the newsletter.

**Public Comments** – There were no public comments made during this time.

**Council Comments-** Councilman Zember thanked everyone for coming, and he noted that he believed it was a good meeting. He also noted that he is glad everything is going well at the park. Councilman Zember stated that he looks forward to finding out more about the potential future town office building. He also wished everyone a happy Halloween.

Onley Town Council  
Regular Monthly Meeting  
Minutes of October 5, 2020

Councilwoman Rillo thanked everyone for coming and she also noted that it was a good meeting. Councilwoman Rillo stated that she was happy the police department has found a fifth police officer for the town, and she hopes he will be a good fit for the department. She also thanked Ms. Salazar, Ms. Yoder, Mayor Hart, Ms. Kellam and John Dennis for all he has done with the park. Councilwoman Harmon stated that tonight went great and she hopes that everyone can join together to make the park dedication as nice as it can be for the town and Mr. McMath. Councilwoman Pierson stated that it was a great meeting and she thanked everyone. She noted that a lot of things were accomplished, but also noted that everyone must help with the park. Councilwoman Pierson thanked all the staff. Councilwoman Custis stated that she also believes the meeting went well tonight. She also noted that Ms. Salazar has been a tremendous help with the park. Councilwoman Custis also thanked Ms. Yoder and Chief Spivey and stated that she would like to put the park dedication information in the town newsletter. Vice-Mayor Finney stated that he would like to thank the council and employees and he hopes everything goes well for the park dedication.

**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 General Government, specifically related to employee evaluations at 8:22 pm 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**

**Open Session & Certification of Close Session**

**Motion: To return to Open Session at 8:39pm 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**

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.**

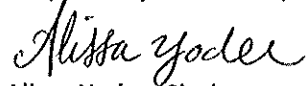
**Adjourn**

**Motion: To adjourn at 8:40pm 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