

Onley Town Council
Public Hearing & Regular Monthly Meeting
DRAFT Minutes of March 7, 2022
Onley Baptist Church, 25501 W. Main St., Onley VA

Council Members Present: Matt Hart, Mayor
 Rose Pierson, Vice-Mayor
 Brian Corbin
 Billye D. Custis
 Bill Ferguson
 Claudia Harmon
 Woody Zember

Staff Present: Carl Bundick, Town Attorney
 Lt. Patrick Coulter, OPD
 Jamy Salazar, Clerk/Treasurer

Call to Order

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

Invocation & Pledge of Allegiance

The invocation was given by Councilman Harmon and the Pledge of Allegiance was led by Vice-Mayor Pierson.

Adoption of Agenda

Motion: To adopt the agenda by Rose Pierson and seconded by Claudia Harmon. Roll Call Vote:
Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Public Hearing – 2021-2022 Supplemental Appropriation Budget Amendment

Mayor Hart called the public hearing to order at 6:02pm.

Ms. Salazar read the rules for public participation.

Ms. Salazar presented the information on the 2021-2022 Supplemental Appropriation Budget Amendment. A copy is attached.

No one signed up to speak so there was no public comment.

Mr. Corbin asked to speak but decided to reserve his comment until later on the agenda when Council discusses the matter.

Motion: To adjourn the public hearing at 6:08pm by Rose Pierson and seconded by Billye D. Custis.

Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes.

MOTION PASSED

Regular Monthly Meeting (cont'd)

Presentation – Tasley Volunteer Fire Company

Glen Smith presented Council with information about the Tasley Volunteer Fire Company and asked that Council consider a donation of \$225,000.00 from ARPA funds. A copy of the presentation is attached.

Letter- Onancock Volunteer Fire Department

Mayor Hart told Council that they received a letter from the Onancock Volunteer Fire Department in their packet. He stated that they should read it and consider their needs as well.

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Old Business

Mayor Hart opened the only bid that was received for the purchase of the town-owned property on Front Street. The bid was from Richard Evans in the amount of \$5,100.00. After a Council discussion about using the property for a potential HRSD pump station, Council asked Mr. Evans if he is willing to wait another month until they get a definitive answer. Mr. Evans agreed.

Council agreed to return on March 14th at 6:00 pm to adopt the 2021-2022 Supplemental Appropriation Amended Budget. They will also discuss the 2022-2023 proposed budget at that time.

Mr. Corbin stated that he feels that the CARES money was a reimbursement for police salaries and therefore should be returned to police salaries in the budget – not used for moving expenses. Ms. Salazar explained that there were no conditions placed on these funds and that what we are doing tonight is making the public aware that we have received them, why we received them, and how we plan to spend them.

Ms. Bliss presented Council with a copy of the proposed zoning ordinance adding that the maps need to be replaced but she does not have the ability to do that. She asked Council to consider it for re-approval. She added that on November 5th, Council tasked the Planning commission with looking into the matter of short-term rentals, which they have done. She presented Council with a draft of some proposed short-term rental definitions and requirements, with the intent of incorporating this information into the proposed zoning ordinance. There was a lengthy discussion about this matter.

Motion: To have Council review the current proposed zoning ordinance and short-term rental information and discuss it again at the March 14th meeting by Billye D. Custis and seconded by Woody Zember. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

New Business

Motion: To cancel the ES Chamber of Commerce membership by Claudia Harmon and seconded by Bill Ferguson. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

At this time, Mayor Hart stepped down from the Council table and relinquished the gavel to Vice-Mayor Pierson.

Richard & Arlene Evans proposed that Council purchase 25514 & 25518 E. Main Street (the former Crossroads Coffee Shop) for the purpose of a town office. Their proposal is attached.

Motion: To consider the purchase of the Crossroads Coffee Shop building and proceed with a building inspection by Bill Ferguson. There was no second at this time. There was a discussion about the need to re-appoint a Building Committee since the only remaining member is Doug Young. There was also a small discussion about the rental property at Four Corners and whether we can get out of the lease early. Mr. Ferguson withdrew his earlier motion.

Motion: To appoint a Building Committee consisting of the following people: Rose Pierson, Woody Zember, Ted Bliss, Richard & Arlene Evans, and Doug Young by Billye D. Custis and seconded by Bill Ferguson. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

At this time, Vice-Mayor Pierson relinquished the gavel to Mayor Hart.

Committee Reports

Community Spirit Committee - Ms. Pierson reported that the event on Scams & Frauds was a success.

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Sidewalk Project Committee - Mr. Corbin presented Council with a written proposal for consideration. A copy will be attached.

New Town Office Building Committee – Mayor Hart reported that he has spoken with the owners of the former VVA building and the former Produce Exchange building about the possibility of selling to the town for a town office. At this time, he has not heard anything from either property owner.

Public Works Committee – Mr. Ferguson reported that a new safety light has been added to the pickup. Mario has completed an inventory list of equipment and supplies. In the matter of direction for Mario, Mr. Ferguson asked that only Mayor Hart and himself give Mario direction/assignments, adding that if someone sees something for Mario to do, they should contact the Mayor or Mr. Ferguson. He expressed a desire for a dump trailer and will get back to Council with pricing. Ms. Harmon requested that when Mario cleans the street, he does not put the dirt back on the gutter and curbing. Mr. Ferguson reported that he is also working on a policy manual with safety protocols. Mayor Hart reported that we have lost our mosquito sprayer and we will need to advertise for those services. Ms. Custis suggested a cabinet for storing equipment. Mr. Ferguson stated that they have a good system right now without a cabinet.

Motion: To advertise for mosquito spraying services by Billye D. Custis and seconded by Bill Ferguson.

Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes.

MOTION PASSED

Golf Cart Committee – Vice-Mayor Pierson reported that they are still waiting on VDOT to get back with the approval of the four streets in Lakewood Development.

Personnel Committee - Ms. Evans reported that they would like to create some job descriptions for Public Works, Administration, and the Police Department. She also asked that Council get involved more with that process once they are complete.

Police Dept. Technology Committee – Ms. Bliss presented Council with a written report. A copy will be attached. They would like to incorporate the cost of a new police vehicle (every four years) into a Capital Budget. There is also a list of the items currently needed by the Police Department as well as some future needs. They also suggested selling the newest Impala at auction and using the money for some of those purchases. Mr. Ferguson would like Council to consider the purchase of a digital speed enforcement sign. They would like to use ARPA funds for some of the purchases.

Town Office Relocation Committee – Ms. Evans presented Council with quotes for the purchase of furniture, copier/printer, and alarm system.

Motion: To accept the proposal from Canon/Offix – Solution Detail Option 2 to purchase two copiers/printers (\$7,200.00) by Billye D. Custis and seconded by Rose Pierson. Roll Call Vote: Corbin- no; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. **MOTION PASSED**

Motion: To allow the committee to spend up to \$17,000.00 for the purchase of furniture for the new town office by Woody Zember and seconded by Claudia Harmon. Roll Call Vote: Corbin- no; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. **MOTION PASSED**

Motion: To accept the proposal from Absolute Security Group Inc. in the amount of \$980.00 for the purchase of an alarm system by Bill Ferguson and seconded by Claudia Harmon. Roll Call Vote: Corbin- no; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. **MOTION PASSED**

Ms. Custis reported that the half wall and the sanitary barrier have been installed. Ms. Salazar reported that the space has been wired for the server and computers and the phone system has been delivered. Council decided against a camera system at this time.

Department Reports

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Police Report & Schedule

Lt. Coulter presented his report and the March 2022 schedule. He added that the new vehicle is in service at this time.

Motion: To accept the March 2022 schedule by Billye D. Custis and seconded by Claudia Harmon. Roll

Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - absent. MOTION PASSED

Treasurer’s Report

Ms. Salazar gave her report. She noted that the lock on the garage door has been installed. The 2020-2021 audit is complete, and the auditors will present at a later date. She reported several businesses with delinquent meals and transient occupancy tax.

Motion: To pay the payables by Rose Pierson and seconded by Bill Ferguson. Roll Call Vote: Corbin-yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - absent. MOTION PASSED

Mayor/Zoning Report

Mayor Hart reported he has worked with Ms. Salazar in the office. He has handled some zoning matters. Vice-Mayor Pierson signed off on one zoning permit that was for Mayor Hart. He reported that he had Mr. Bundick write a letter to Chaney Enterprises about the condition of a building on their property.

Attorney’s Report

Mr. Bundick reported that he has handled some police department matters. He complimented Lt. Coulter on his handling of some of these matters. He presented Council with some information from HRSD about the need for the pump station and added he will continue to update on this matter.

Consideration of Minutes

Motion: To accept the minutes of the February 7, 2022, Public Hearing & Regular Monthly Meeting by Rose Pierson and seconded by Billye D. Custis. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Public Comments

Ms. Salazar read a statement from Henry E. “Ned” Finney in opposition to short-term rentals. A copy will be attached.

Fred Gardner said he likes the idea of purchasing the old bank but would like Council to consider making a lower offer than the one discussed tonight. He said he would like Council to consider the purchase of a microphone system in the new office. In the matter of zoning, he reported that next to him is a single-family home that has been illegally converted to three apartments. He asked that something be done about that. Mayor Hart asked Mr. Bundick to speak on that matter. Mr. Bundick said that we will need to reach out to the owner and try to enforce the ordinance. Mayor Hart stated that we cannot single people out adding that we will need to address this problem with everyone that is in violation. Ms. Harmon agreed and said that is why she feels we need a zoning administrator.

Debbie Bliss asked Mayor Hart if he is planning to attend the St. Patrick’s Day parade in Onancock. She said that she has heard that he bought a sign (with town funds) for the vehicle with his name on it and she feels that is inappropriate since it is politicizing. Mayor Hart responded that he has personally purchased a sign for himself and one for Lt. Coulter, but it was not paid for with town funds. He said that he did this so the public will know who they are when riding through the parade.

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Council Comments

Mr. Zember thinks that some things were accomplished tonight but he feels that some people are still being temperamental and that should stop. He added that we need to put more trust in our committees.

Mr. Ferguson thanked everyone. He encouraged Council to move forward with the police department technology requests. He said that he was not in favor of moving the town office to Four Corners but since we are going to, he wants to be positive and make it a good move. Lastly, he asked that everyone seriously consider the old bank building for a new town office.

Ms. Harmon thanked the public for coming tonight. In the matter of the parade sign, she said that she and the mayor had a conversation about it and while she was not in favor of the sign, she did appreciate him discussing it with her.

Ms. Pierson thanked everyone for all that they do. She said she is very excited about the new Building Committee and the possibilities.

Ms. Custis said that she is happy to see some new faces tonight. She feels that we have made some progress tonight and hope that continues with good decisions.

Mr. Corbin apologized to Mr. Evans, adding that he was confused about what Mr. Evans was presenting.

Closed Session

Motion: To go into Closed Session at 8:57pm 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 Police Department vacancies & the Town Administrator vacancy by Billye D. Custis and seconded by Brian Corbin. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Open Session & Certification of Closed Session

Motion: To return to Open Session at 9:27pm by Rose Pierson and seconded by Billye D. Custis. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – 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: Corbin-yes; Custis-yes; Ferguson-yes; Harmon-yes; Pierson-yes; Zember-yes; Hart-yes.

At this time, Mayor Hart stated that he will be hiring Arlene Evans to fill the position of part-time Town Administrator. Her rate of pay will be \$20.00 per hour, and she will work three days per week.

Adjourn

Motion: To adjourn at 9:28pm by Billye D. Custis and seconded by Rose Pierson.

Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Respectfully submitted,



Janaye Salazar, Clerk/Treasurer



Matthew D. Hart, Mayor