

**Onley Town Council
Regular Monthly Meeting
Minutes of April 4, 2022
Onley Town Office, 25308 Lankford Highway, 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. Pat Coulter, OPD
Jamye 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 Corbin and the Pledge of Allegiance was led by Councilwoman Custis.

Adoption of Agenda

Ms. Pierson asked to remove item C.1A under Committee Reports. Ms. Harmon asked the reason for the change. Ms. Pierson stated that the committee is not prepared to present tonight. Mr. Ferguson asked to add a Public Works Committee report in its place.

Motion: To adopt the agenda with the change by Rose Pierson and seconded by Bill Ferguson. Roll Call Vote: Corbin- yes; Custis-no; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED
Mayor Hart asked Ms. Custis why she voted no. Ms. Custis stated that Council received information about the building (along with their packet), and she doesn't understand why it has been removed.

Presentation – Onancock Volunteer Fire Dept.

Chief Adam James gave a presentation to the Council. A copy will be attached.

Presentation – Melfa Volunteer Fire & Rescue Co.

Chief Brandon Patterson gave a presentation to Council. A copy will be attached.

Old Business

Several representatives from Chaney Enterprises were in attendance. They expressed their desire to be good neighbors adding that they are aware that some work needs to be done at the business site and they are working on those issues. Richard Evans suggested (to avoid the cement dust) having the trucks bypass Onley using Route 13. He also presented them with some pictures for reference.

Mr. Bundick said that he is still waiting on a response from HRSD about the location of a pump station should the town ever need one. He asked for another month to try to get an answer.

Ms. Salazar stated that we did not receive any bids in response to the mosquito spraying RFP. Mayor Hart said that we have the larvae donuts for the ditches and asked Mr. Ferguson to check into whether we can distribute those or if we need a licensed contractor for that as well. Mayor Hart told Council that one of the potential bidders reached out to him for information and along with being very rude, he

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made the statement that he was going to report us to the Department of Agriculture for doing things improperly. Ms. Salazar stated that we have always done things properly and there is no cause for concern. She added that as of today, she is not aware of any complaints made.

Ms. Bliss reported that the Planning Commission has completed their assigned task of reviewing the zoning ordinance and would like Council's direction as to their next project. She suggested a review of the Comprehensive Plan adding that it needs review every ten years. Mayor Hart and Council agreed. She presented the Council with some proposed changes made to the zoning ordinance.

Motion: To send the proposed zoning ordinance to public hearing by Bill Ferguson and seconded by Rose Pierson. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Ms. Evans reported that she has done some research on the ARPA funds, and she feels that we are not able to give the fire companies the money they are asking for because they would need to show shortfalls in their budgets due to COVID. She added that should they receive ARPA funds from other towns, that money will also need to be considered. She reported that after speaking to a representative from the ES Library Foundation, they no longer need money for a roof, they now want money for technology. She suggested that Council rescind their previous motion to help with the roof. She added that she does not feel that ARPA funds can be used for furniture or technology. Mr. Bundick added that he feels that organization(s) will need to link the shortfalls in their budget to COVID. Ms. Evans stressed the importance of spending ARPA funds correctly, because if we do not, the town will have to pay that money back to the government. Ms. Harmon asked if some of the money can be put aside to help low-income families with sewage in the future. Ms. Evans said no.

Motion: To rescind the motion to donate \$10,000.00 to the ES Library Foundation 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

There was a discussion about what to do with the ARPA Funds. Ms. Bliss asked for permission to assist Ms. Evans with researching ARPA funds.

Motion: To establish a committee to pursue exactly how we can spend ARPA funds.

At this time, Ms. Bliss stated that she did not think we need a committee. **Mr. Ferguson rescinded his motion.** Council agreed to let Ms. Evans & Ms. Bliss research how to spend the AARPA funds.

New Business

Mayor Hart stated that he is working with Ms. Evans to establish some rules of order (Robert's) to be posted here at the new office for meeting etiquette.

Ms. Salazar stated that the ATL grant has been received in the amount of \$15,000.00. It needs to be distributed to the fire companies that handle fire calls in town.

Motion: To divide equally the \$15,000.00 to the three companies that service our areas. There was no second.

Ms. Custis stated that Tasley is our primary, then Onancock and last Melfa and we normally divide accordingly.

Motion: To divide the ATL grant as follows: \$6,000.00 to Tasley and Onancock each and the remaining \$3,000.00 to Melfa by Brian Corbin and seconded by Billye D. Custis. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- abstain; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Mayor Hart reported that he met with the ES Chamber of Commerce about some ARPA funds available to spend on tourism. Ms. Evans added that we have to submit to them a report summarizing what we

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want to use the funds for as well as give some information about the town. She said we are eligible for \$5,000.00. MS. Evans stated that anyone with ideas, should email her. Ms. Evans presented Council with a letter from ESCADV asking for \$15,000.00. Council asked Ms. Evans and Ms. Bliss to research this as an ARPA item.

Committee Reports

Community Spirit – Ms. Pierson reported that there will be a presentation on fire safety at Tasley Fire Dept. on April 26th at 11:00am.

Sidewalk Project Committee – Mr. Corbin reported that at last meeting he passed out a proposal for sidewalks, a crosswalk and driveway repairs. He asked that Council further discuss that proposal. Ms. Bliss stated that the funds for those projects have been proposed in the capital budget.

Public Works Committee – Mr. Ferguson reported that Mario started grass cutting today. He presented Council with SOP's (standard operating procedures) for Public Works and asked that Council review them and be prepared to make suggestions and possibly adopt them at next month's meeting.

Finance Committee – Ms. Harmon reported that they have reviewed the cash on hand accounts, and it is the committee's recommendation that Council move \$250,000.00 from PNC regular checking to the money market at Taylor Bank.

Motion: To transfer \$250,000.00 from the PNC regular checking account to the money market account at Taylor Bank by Claudia Harmon and seconded by Woody Zember. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Police Technology Committee – Ms. Bliss presented their recommendations to Council in writing. A copy will be attached to the minutes.

Motion: To proceed with the recommendations made by the Police Technology Committee to purchase a radar system in the amount of \$11,944.00 plus shipping from Applied Concepts and to purchase evidence lockers from Workplace Technology in the amount of \$5,400.00 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

Ms. Salazar asked where the funds are coming from to make these purchases. Ms. Bliss suggested we take it from the police salary line item since we are short two officers. Ms. Salazar stated that the auditors will probably not approve of that. Ms. Custis suggested undesignated funds.

Budget Committee – Ms. Bliss stated that Council received the budget last month and she does not know how they wish to proceed. She stated that the Budget Committee recommends that Council implement a capital budget. The plan is to allocate 10% of the anticipated revenue to a capital budget beginning with the 2023-2024 budget. They also recommend that all money left (not spent) at the end of a fiscal year get rolled into the capital budget. Lastly, they recommend that \$160,000.00 be allocated from the general funds to a capital budget for 2022-2023 for the purpose of funding a needed capital improvement for the \$60,000.00 purchase of a police vehicle (replacing one per year) and \$100,000.00 to improve safety accommodations in town. (See Sidewalk Project Committee report/proposal) Finally, they recommend that the Sidewalk Project Committee's proposal be approved and that the Town Administrator is appointed to work with VDOT on this project. At this time, Ms. Bliss asked that Council decide how to proceed with the proposed 2022-2023 operating budget. Mr. Ferguson stated that he feels that a financial consideration for the fire companies should be built into our budget each year, regardless of ARPA funds. There was a discussion about this with some people stating that it's a good idea but there just isn't any more money in the budget. There was also a recommendation that we cut Public Works since that budget has tripled this year.

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Motion: To send the 2022-2023 Proposed Budget to Public Hearing by Billye D. Custis and seconded by Claudia Harmon. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Motion: To send the capital budget that was proposed tonight to Public Hearing by Billye D. Custis and seconded by Claudia Harmon. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Town Office Relocation Committee – Ms. Evans reported that the furniture delivery should happen on Wednesday and hopefully we will be in here working by Monday.

Personnel Committee – Ms. Evans reported that Council has received a nice letter complimenting Lt. Coulter on his performance while assisting someone that had an issue in town.

Department Reports

Police Report & Schedule

Lt. Coulter presented Council with the March report and the April schedule. He stated that he is working diligently to fill the two vacancies but unfortunately, he lost one applicant to another town. He presented Council with an estimate from Nottingham & Sons for the removal of decals and the lightbar from the Ford Explorer in the amount of \$3,691.72. Council decided not to accept that proposal and leave the Ford Explorer as is. Council asked Lt. Coulter to investigate the possibility of getting patches with our new logo. Lt. Coulter told Council that if they plan to purchase a new vehicle, they need to order it now so that it will be available next fiscal year.

Motion: To put the two white Impalas for sale via sealed bids until the end of May with the right to refuse any bids 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

Motion: To get an estimate from Nottingham & Sons to strip the two Impalas that are being sold by Bill Ferguson and seconded by Rose Pierson. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Motion: To amend the motion from earlier decreasing the number of radars purchased from four to two 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

Motion: To repair the 2012 Dodge Charger in the amount of \$1,713.81 by Bill Ferguson and seconded by Rose Pierson. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Motion: To issue an RFP for design firms to help with the renovation of the Police Department building by Rose Pierson and seconded by Bill Ferguson. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

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

Treasurer's Report

Ms. Salazar gave her report to Council and answered several questions.

At this time, Council instructed Lt. Coulter to put together some numbers for the purchase of a new police vehicle to be discussed at the next meeting.

Motion: To pay the payables 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

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Mayor/Zoning Report

Mayor Hart reported that he and Lt. Coulter rode in the St. Patrick's Day Parade in Onancock. He has worked with Mario on various things. He has ordered signs from Chesapeake Outdoor. He reported that he has worked with Arlene and Jamye on several things. In the matter of zoning, he has issued a sign permit to one of the hotels.

Attorney's Report

Mr. Bundick reported that he has worked on delinquent taxes, mosquito spraying issues, ARPA issues and he has communicated with HRSD.

Consideration of Minutes

Ms. Custis asked to make one correction, removing Ferguson as her last name on page 5 under the certification of closed session.

Motion: To accept the minutes of the March 7, 2022, Regular Monthly Meeting with correction by Rose Pierson and seconded by Woody Zember. Roll Call Vote: Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Motion: To accept the minutes of the March 14, 2022, Special Meeting/Budget Workshop 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

Public Comments

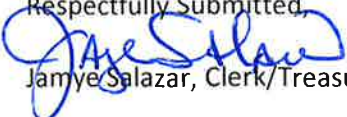
Rodney Lang spoke about issues with the stop light crossing Coastal and Main Street stating that the road there needs to be tapered. He also expressed concerns about people doing U-turns in that area. Ned Finney asked why there was no discussion about the coffee shop purchase. He also stated that he feels that Ms. Salazar is still doing the Town Manager's work and he thinks that should stop. Fred Gardner asked that a statement be read into the minutes in his absence: *I am totally against the town buying the old bank building and little office. We have \$350,000.00 invested in a lot, well and septic tank. I feel we should utilize this and build a building like we have been planning for years.* John Dennis said that within the next few weeks, one lane of Route 13 will be blocked off at night.

Council Comments

Ms. Harmon thinks that the meeting went well but feels we need a PA system.
Ms. Pierson agreed about the PA system.
Mr. Ferguson stated that we really need to help the fire companies.
Mr. Zember thanked everyone.
Mr. Corbin did not have any comments.
Ms. Custis agreed the meeting went fine but she didn't have any comments.

Adjourn

Motion: To adjourn at 8:31pm 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,

Jamye Salazar, Clerk/Treasurer


Matthew D. Hart, Mayor