

**Onley Town Council  
Regular Monthly Meeting  
Minutes of October 3, 2022  
Onley Town Office, 25308 Lankford Highway, Onley VA**

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

Council Members Absent:      Matt Hart, Mayor

Staff Present:                      Carl Bundick, Town Attorney  
                                         Lt. E. Jess Long, OPD  
                                         Jamye Salazar, Interim Town Manager

**Call to Order**

Vice-Mayor Pierson called the meeting to order at 6:00pm.

**Invocation & Pledge of Allegiance**

The invocation was given by Councilwoman Harmon and the Pledge of Allegiance was led by Councilman Zember.

**Adoption of Agenda**

**Motion: To adopt the agenda by Bill Ferguson and seconded by Claudia Harmon. Roll Call Vote:**  
Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED  
Vice-Mayor Pierson noted that she will be voting tonight.

**Old Business**

Several members of Council had some questions and concerns about the proposed ordinance to replace Ordinance(s) 004-06 & 004-17. Council agreed that each member will submit their suggestions to Ms. Salazar who will pass them along to the Planning Commission for revision.

In the absence of Ms. Bliss, there was no Planning Commission report.

Ms. Salazar reported that she has met with one of the two contractors that she contacted about the removal of the concrete pads at the town-owned property on Front Street. The contractor said that he cannot give us a quote until he performs a bore-test. She stated that Carol Moran, who owns the property next door, has contacted her about the possibility of purchasing the property. At this time, Ms. Moran stated that the well provides water to her property. She offered to purchase the property from the town and added that she will put a fence around it. Ms. Custis spoke with another contractor who quoted us \$2,000.00 to get rid of the concrete. Ms. Salazar said that the fence companies cannot give us a quote until we decide on the type of fence. After much discussion, Council asked Ms. Salazar to contact HRSD about speaking to a representative concerning the need for a pump station and whether this property would be sufficient.

Lt. Long reported that he has worked on the contractor list for the RFP this month, but he has just received new information that may save the town \$10,000.00 so he wants to investigate that. Several Councilmembers had questions about the proposed Hazard Mitigation Plan and asked that Ms. Salazar contact A-NPDC for answers before adopting the resolution.

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Ms. Salazar reported that we did not receive any RFPs for the holiday light installation. She asked for Council's approval to get quotes and possibly hire a contractor.

**Motion: To have Jame Salazar find a company to install and repair the holiday decorations/lights 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

Ms. Salazar reported that the tenant living in the illegal first-floor apartment has provided the town with proof that she has lived in the apartment since 2012. Ms. Salazar also stated that Ms. Custis asked when the first-floor apartment restriction went into effect. Ms. Salazar was not able to find that information. Council decided to discuss this further in a Closed Session at next month's meeting.

Ms. Salazar asked Council to finalize for the minutes their decision about the purchase of the Bonniwell building adding that she has been notified (by Mr. Lang) that Ann Bonniwell is no longer interested in selling her building to the town. Council is not interested in her building at this time.

**Motion: To send Ann Bonniwell a letter of appreciation for showing us the building 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**

Mr. Bundick stated that since we are on the verge on hiring a permanent Town Manager, it seems that we do not need to follow through with the revisions to the charter (which removed the Town Manager position). He asked Council's permission to notify Senator Lewis of that fact.

**Motion: To instruct our attorney to tell our General Assembly representative that we are not interested in pursuing the charter change at this time by Bill Ferguson and seconded by Claudia Harmon. Roll Call Vote:** Corbin- no; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – no; Zember - no. MOTION FAILED\*

\*Due to the absence of Mayor Hart, there was no tiebreaker, therefore the motion failed.

Ms. Salazar presented Council with a quote from Bullfeathers for the install of a PA system in the amount of \$1,600.00.

**Motion: To accept the quote from Bullfeathers for the purchase of a PA system in the amount of \$1,600.00 by Bill Ferguson and seconded by Woody Zember. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Mr. Corbin presented Council with some information (from Doug Young) about improving the water feature filtration at McMath Park as well as addressing the electrical issues. A copy will be attached.

Ms. Harmon and Ms. Custis spoke in favor of filling in the water feature. Everyone else disagreed.

**Motion: To issue an RFP for a contractor to proceed with the renovation of the water feature at the park by Brian Corbin and seconded by Woody Zember. Roll Call Vote:** Corbin- yes; Custis-no; Ferguson- yes; Harmon – no; Pierson – yes; Zember - yes. MOTION PASSED

Mr. Corbin also feels that the electric to the fountain should be turned off until it is brought up to code. Several Council members agreed and asked Ms. Salazar to have Mario unplug the light and the pump.

### **Committee Reports**

**Town Manager Search Committee** – Ms. Custis reported that they will take things up in Closed Session later tonight.

**Sidewalk Project Committee** – Mr. Corbin stated that the three resolutions that Council reviewed last month are now in the proper format and they need to be adopted and voted on by Council. Ms. Harmon and Ms. Custis expressed their concern about the difference in a 50/50 versus an 80/20 split for the cost. Mr. Corbin assured them that it wasn't an issue since ARPA funds will be used.

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**Motion: To adopt the Sidewalk Resolution by Brian Corbin and seconded by Bill Ferguson. Roll Call Vote:** Corbin- yes; Custis-no; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

**Motion: To adopt the Resolution concerning the Coastal & Main Street intersection/stoplight by Brian Corbin and seconded by Bill Ferguson. There was no vote on this motion.**

At this time, a discussion was started concerning changing the traffic pattern (included in the resolution) at the stoplight. Ms. Harmon & Ms. Custis spoke against it.

**Motion: To adopt the resolution regarding the traffic signals removing section “C” by Bill Ferguson and seconded by Brian Corbin. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

**Motion: To adopt the VDOT Land Use Permit Resolution by Brian Corbin and seconded by Woody Zember. Roll Call Vote:** Corbin- yes; Custis-no; Ferguson- yes; Harmon – no; Pierson – yes; Zember - yes. MOTION PASSED

**Public Works Committee** – Mr. Ferguson reported that there has been a complaint about the water feature at the park. He reported that Ms. Salazar immediate had an electrician go there and perform an inspection. He reported several complaints about the abundance of mosquitoes and that has been handled. Ms. Salazar is getting some decals and caution signs for the mosquito truck. He would like to get an estimate on replacing the missing paint on the truck.

**Personnel Committee** – Ms. Salazar stated that they did meet per Council’s request, but Ms. Evans is not in attendance tonight so there will be no report.

**Community Spirit Committee** – Ms. Pierson reported that they are having another scam seminar at St. Peter’s Church, plans to place Veteran Day signs in the yards of veterans, and plans to decorate the tree at the park for the upcoming holiday season.

### **Department Reports**

#### **Police Report & Schedule**

Lt. Long reported that Sgt. Coulter has requested to work on permanent midnight shift and that has been granted at this time. He presented Council with a proposal for the purchase of new weapons. A copy will be attached.

**Motion: To accept the proposal for the purchase of four weapons in the amount of \$4,099.96 by Bill Ferguson and seconded by Billye D. Custis. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

**Motion: To accept the November 2022 schedule by Bill Ferguson and seconded by Woody Zember. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

#### **Treasurer’s Report**

Ms. Salazar gave her report. A copy is available upon request.

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

#### **Interim Town Manager/Zoning Report**

Ms. Salazar gave her report. A copy will be attached and is available upon request.

#### **Attorney’s Report**

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Mr. Bundick stated that he is very pleased with the way that he and Ms. Salazar have been working together and he feels that a lot of progress is being made. He is in the process of helping her with collection of delinquent taxes.

**Consideration of Minutes**

**Motion: To accept the minutes of the September 8, 2022, Regular Monthly Meeting 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

**Motion: To accept the minutes of the September 13, 2022, Recessed Meeting 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

**Motion: To accept the minutes of the September 16,2022, Special Meeting 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

**Public Comments**

There were no public comments.

**Council Comments**

Mr. Corbin had no comment.

Ms. Custis had no comment.

Mr. Zember thanked everyone for coming.

Ms. Harmon said that she hopes that we are tracking how much of the ARPA funds we are spending because we seem to be spending it. She reminded everyone that we need to be good stewards of the town's money.

Mr. Ferguson thanked everyone for what they do, especially Mr. Corbin who has been a great help to him lately.

Ms. Pierson thanked everyone and stated she feels it was a good meeting.

**Closed Session**

**Motion: To go into closed session (8:02pm) 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 hiring a candidate to fill the Town Manager's position; discussion and review of employment contract for Town Manager's position 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

**Open Session & Certification of Closed Session**

**Motion: To return to open session (8:25pm) 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

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. MOTION PASSED

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**Motion: To hire the interviewed candidate for Town Manager with a salary of \$75,000.00 per year with the inclusion of the Zoning Administrator duties by Bill Ferguson and seconded by Claudia Harmon. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - no. MOTION PASSED

**Adjourn**

**Motion: To adjourn at 8:26pm by Bill Ferguson and seconded by Woody Zember. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - yes. MOTION PASSED

Respectfully Submitted,



Jamye Salazar, Interim Town Manager