

**Onley Town Council  
Regular Monthly Meeting  
Minutes of February 6, 2023  
Onley Town Office, 25308 Lankford Highway, Onley, VA**

Council Members Present:      Ned Finney, Mayor  
   Daniel Bloxom  
   Brian Corbin  
   Bill Ferguson, Vice-Mayor  
   Katelyn Hill  
   Rodney Lang  
   Woody Zember

Staff Present:                      Carl Bundick, Town Attorney  
   Lt. E. Jess Long, OPD  
   Greg Maggard, Town Manager  
   Jamye Salazar, Clerk/Treasurer

**Call to Order**

Mayor Finney called the meeting to order at 5:59pm.

**Invocation & Pledge of Allegiance**

The invocation was given by Councilman Corbin, and the Pledge of Allegiance was led by Councilman Ferguson.

**Adoption of Agenda**

**Motion: To adopt the agenda by Brian Corbin and seconded by Bill Ferguson. Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

**Presentation – Onley Recreation Association**

Christie Northam gave the presentation. A copy of the presentation is available upon request.

**Presentation – Accomack County Sheriff’s Department**

Lt. Bobby Taylor of the Accomack County Sheriff’s Department spoke about the mutual aid agreement between the town and his department. He mentioned a specific incident when an Onley officer did not respond when an ACSO officer called for back-up because he was not dispatched. He noted that the officer did not do anything wrong, but he and the ACSO feel that officers should not need to be dispatched when an officer is calling for back-up over the radio. Mayor Finney asked Lt. Taylor to discuss the liability to the town when answering calls/assisting the ACSO. Lt. Taylor said he thought the town assumed liability, but he would need to do more research. Mayor Finney added that he would like our officers to respond when an officer needs immediate assistance. Mr. Maggard said that currently our policy states that an officer must be dispatched – if Council wants to change that, the policy needs to be changed. Mr. Maggard suggested that Lt. Long or Mr. Bundick reach out to ACSO to start the discussion of the policy re-write/changes.

**Motion: To examine and change the Town’s policy regarding self-dispatch for our officers and assisting other agencies to allow our officers to respond without specific request (as needed) by Bill Ferguson and seconded by Woody Zember. Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

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**Old Business**

Mr. Maggard presented Council with a final version of the Chief of Police's job description, noting that all requested changes from last month have been made.

**Motion: To accept the job description for Chief of Police by Bill Ferguson and seconded by Woody Zember. Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

Mr. Corbin noted that he would like to investigate the possibility of suspending personal property tax – not real estate. Mr. Bundick said that he had not received a response (as to how they did it) from the City of Williamsburg at this time. Council agreed to table this matter at this time.

Mr. Maggard reported that the approximate cost to add a fence around the town-owned property on Front Street is \$7,000.00.

**Motion: To advertise for a 6' fence surrounding the Front Street property with two gates by Brian Corbin and seconded by Rodney Lang. Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

**Motion: To adopt the Town Council Code of Ethics and Model of Excellence by Brian Corbin and seconded by Bill Ferguson. Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

**New Business**

**Motion: To accept the resignation of Greg Maggard by Brian Corbin and seconded by Rodney Lang. Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

**Motion: To appoint Jamye Salazar as Interim Town Manager (effective February 17<sup>th</sup>) until we can find a permanent Town Manager by Rodney Lang and seconded by Brian Corbin. Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

At this time, Mr. Corbin asked the Council to consider advertising for a full-time or part-time position, adding that he feels that would open it up to more candidates. After much discussion, Council decided to leave it as a full-time position. Council also discussed the possibility of a temporary part-time employee to help in the office. Ms. Hill suggested we think about an internship. Council agreed to have Ms. Salazar advertise for both. Council also discussed Ms. Salazar's salary while serving as Interim Town Manager.

**At this time, the previous motion was rescinded. A new motion was made:**

**Motion: To appoint Jamye Salazar to the position of Interim Town Manager with a salary of \$60,000.00 per year by Brian Corbin and seconded by Rodney Lang. Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

**Motion: To immediately begin advertising for a part-time clerk to work up to 32 hours per week with salary TBD (including investigating internships) by Bill Ferguson and seconded by Brian Corbin. Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

Ms. Salazar asked Council to adopt a new bank signatory resolution since Mr. Maggard has resigned. A copy will be available upon request.

**Motion: To adopt the updated Bank Signatory Resolution by Bill Ferguson and seconded by Kate Hill. Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

Mr. Maggard presented Council with a draft of the Public Works job description.

**Motion: To approve the Public Works job description by Rodney Land and seconded by Daniel Bloxom. Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

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Mr. Bloxom asked that Council approve sending a police officer to assist with security at the CALL Jamboree to be held in Onancock on March 25th.

**Motion: To approve sending a police officer to the CALL Jamboree to help with security by Rodney Lang and seconded by Woody Zember. Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

Mr. Maggard presented Council with the one bid that was received for completing the renovations at the Police Department. The proposal is from JHP Construction LLC in the amount of \$29,400.00. Mr. Maggard stated that we will need an additional \$2,000.00 for moving the servers/computers. Lt. Long stated that we will also need to rent a storage pod at a cost of \$150.00 per month. There was much discussion about this with several Council Members disagreeing about the handling of change orders.

**Motion: To accept the bid from JHP Construction LLC by Rodney Lang and seconded by Daniel Bloxom. Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

Mayor Finney asked Council to consider removing the additional signage from the “Welcome to Onley” signs stating “Visit Downtown”. He added that after speaking with a business owner that is not located downtown, he feels that it should be considered in the interest of supporting all businesses.

At this time, Mr. Maggard asked Council to make a motion stating the amount they are approving for the renovation of the police department.

**Motion: To accept the bid for the renovation of the police station totaling \$32,000.00 by Rodney Lang and seconded by Kate Hill. Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

Mr. Finney stated that one of the welcome signs is sitting on property owned by a business owner that is not located downtown.

**Motion: To remove the “Visit Downtown” signage by Bill Ferguson and seconded by Kate Hill. Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

Lt. Long presented Council with an estimate for new uniforms for four officers in the amount of \$1,506.00.

**Motion: To approve the purchase of new uniforms in the amount of \$1,506.00 by Rodney Lang and seconded by Kate Hill. Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

Mr. Lang spoke in favor of asking VDOT to have the speed limit lowered on East and West Main Street. Council asked that Mr. Maggard contact VDOT and request a speed study for that area. Mr. Ferguson suggested that we include Pennsylvania Avenue in the study also.

Mr. Ferguson asked Council if they have any interest in amending the Council pay schedule to monthly instead of quarterly. Mayor Finney polled Council and Council did not wish to proceed with the change. At this time, Ms. Salazar asked that Council advise her how they wish to proceed with filling the Town Manager vacancy.

**Motion: To begin the advertising process (locally and on other media outlets) for a Full-Time Town Manager/Zoning Administrator by Bill Ferguson and seconded by Kate Hill. Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

### **Commission/Committee Reports**

#### **Planning Commission**

Mr. Corbin reported that the Planning Commission has finished reviewing the Comprehensive Plan and the rest is up to the Council. He added that there are still some questions about the underground fuel tanks in town that need to be answered. He asked that Council review pages 23-31 (Goals & Objectives)

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for future discussion. He reported that Debbie Bliss has volunteered to act as the town representative for the STARS project, if Council agrees. Lastly, he asked what can be done about abandoned buildings in town. Mr. Maggard responded that we do have an ordinance that addresses dangerous buildings, the problem is if the owner does not act, the town must be prepared to respond accordingly.

### **Department Reports**

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

Lt. Long presented Council with his report and the March 2023 schedule. He asked for permission to participate in the National Night Out in August. Council agreed. He reported that he attended a joint meeting with other agencies on the Eastern Shore to discuss problems in the area. Lastly, he asked Council to decide what they want to do with the 2012 Dodge Charger.

**Motion: To accept bids on the 2012 Dodge Charger by Rodney Lang and seconded by Brian Corbin.**

**Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

**Motion: To adopt the March 2023 schedule by Bill Ferguson and seconded by Brian Corbin. Roll Call**

**Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

#### **Treasurer's Report**

Ms. Salazar gave her report. A copy is available upon request. Ms. Salazar reported that she is hoping to discuss a budget for the ARPA funds at the next meeting. She also noted that she had not transferred the \$75,000.00 from PNC Bank to Taylor Bank at this time since she did not realize that the second patrol car was going to be delivered. She will also re-visit this at next month's meeting. Lastly, she reported that she has asked that the auditors give us a date for the audit or we will have to find someone else to perform it. Mr. Maggard reported that we are still working on the delinquent meals tax issue with Alpine Nutrition and the delinquent real estate tax letters have been mailed.

**Motion: To pay the January 2023 payables by Bill Ferguson and seconded by Kate Hill. Roll Call Vote:**

Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

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

Mr. Maggard has created a synopsis of where we are at with our ARPA funds. He has provided a copy to the mayor. He reported one zoning violation for a commercial property that has people living in it. He met with the owner, and he (Mr. Maggard) gave him 30 days to vacate. The two new patrol cars have been outfitted and they are in use. In the matter of the underground storage tanks, he has provided Ms. Bliss with that information from the DEQ. He gave a brief explanation for the wishes of the Planning Commission pertaining to the Comprehensive Plan, stating that it's basically the goals for the town. Lastly, he thanked everyone for the opportunity that he was given and apologized that it didn't work out the way everyone had hoped.

#### **Attorney's Report**

Mr. Bundick reported that he has followed up with Senator Lyn Lewis about our charter change request. Senator Lewis has asked that we pass a further resolution to amend our charter due to the seating of several new Council Members. He has submitted a BZA appointment to the court for John Dennis. He has been working on the delinquent tax issues.

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**Consideration of Minutes**

**Motion: To adopt the minutes of the January 9, 2023, Regular Meeting by Bill Ferguson and seconded by Daniel Bloxom. Roll Call Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

At this time, Mr. Corbin asked that Council review pages 23-31 of the Comprehensive Plan so that they can be ready to discuss it at the next meeting.

**Public Comments**

Billye D. Custis stated that in the matter of the mutual aid agreement, everyone voted to have the officer respond without being dispatched after clearly stating that you wanted to check liability first so you said one thing and did something else.

Mary Wardius spoke in favor of continuing the relationship with the ORA. She said that she was disappointed that there was no Christmas tree in the park this year. She asked if the train tracks on Main Street are going to be removed. Mr. Ferguson stated that they are working on it now.

Jason Campbell spoke in favor of keeping the relationship with the ORA.

John Dennis asked where things are with Public Works. Mr. Maggard said we are in the process of advertising for an employee at this time.

**Council Comments**

Mr. Corbin thanked everyone for coming and voicing their opinions. He added that he likes to make decisions that benefit everyone or at least as many people as possible but that's not always easy.

Mr. Lang spoke in favor of helping the ORA. He thanked everyone for coming to the meeting.

Mr. Zember spoke in favor of the ORA and asked Council to consider donating more than we have in the past. He thanked everyone for coming to the meeting.

Mr. Bloxom thanked everyone for coming to the meeting. He thanked Mr. Maggard for his hard work.

Ms. Hill thanked Mr. Maggard for his help. She also spoke in favor of helping the ORA.

Mr. Ferguson thanked everyone for coming to the meeting. He agreed that we need to help the ORA. He thanked Mr. Maggard for his work over the last few months. He also thanked the other employees.

Mayor Finney thanked everyone for their hard work.

**Closed Session**

**Motion: To go into closed session (8:08pm) 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, specifically related to the appointment of a Chief of Police by Bill Ferguson and seconded by Brian Corbin. Roll Call Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

**Open Session & Certification of Closed Session**

**Motion: To return to open session (8:30pm) by Kate Hill and seconded by Brian Corbin. Roll Call Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– 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:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

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**Motion: To appoint Jess Long to the position of Chief of Police with a six-month probationary period and an annual salary of \$60,00.00 (salary and position will be re-evaluated at the end of that time) by Bill Ferguson and seconded by Daniel Bloxom. Roll Call Vote: Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED**

**Adjourn**

**Motion: To adjourn (8:31pm) by Bill Ferguson and seconded by Rodney Lang. Roll Call Vote: Bloxom - yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED**

Respectfully Submitted,



Jamye Salazar, Clerk/Treasurer



Henry E. Firney, Mayor