

**Onley Town Council**  
**Regular Monthly Meeting**  
**Minutes of March 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  
E. Jesse Long, Chief of Police, OPD  
Jamy Salazar, Interim Town Manager

**Call to Order**

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

**Invocation & Pledge of Allegiance**

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

**Adoption of Agenda**

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

**Old Business**

Mr. Corbin reported that instead of suspending personal property taxes to give some relief to the citizens, he would like to propose that we give gift cards to our residents in the Fall newsletter run.

**Motion: To purchase 225 \$75.00 tax relief gift cards to be mailed with the Fall newsletter, excluding Council members and delinquent taxpayers from receiving the cards by Brian Corbin and seconded by Woody Zember. Roll Call Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

Ms. Salazar reported that at last month's meeting, the motion was made to issue an RFP for the installation of fencing around the Front Street property. She said that the previous town manager did not do that, so she asked how Council wished to proceed. Council instructed her to advertise for bids. Ms. Salazar presented Council with a change order for the renovation at the police department in the amount of \$10,550.00, explaining that part of that is for missed items and the rest is for add-ons requested by us. After much discussion, Council decided to add this to the agenda for the beginning of the Budget Workshop meeting later in the month. Mayor Finney appointed Mr. Lang, Mr. Corbin, and Chief Long to serve as a committee to oversee the police department renovation project.

Ms. Salazar reported that nothing has been done in the matter of the speed reduction on East & West Main Street. Council asked Ms. Salazar to reach out to VDOT about this matter.

Mr. Bundick reported that Senator Lewis has requested that the current Council decide if they want to proceed (through the General Assembly) with the proposed charter change that was adopted by the last Council. Mr. Lang began to make a motion but did not finish.

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**Motion: To continue with the proposed charter change by Brian Corbin. There was no second.**

MOTION FAILED

**Motion: To continue under the current charter and withdraw the proposed charter change request from the General Assembly by Bill Ferguson and seconded by Daniel Bloxom. Roll Call Vote:** Bloxom - yes; Corbin- no; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

At this time, Mr. Corbin gave the Planning Commission report. Mr. Corbin stated that Council was tasked with reviewing pages 23-33 of the Comprehensive Plan at last meeting. He asked that everyone give him their review/notes after the meeting tonight.

Mr. Corbin stated that he has worked with Mr. Maggard to start the process of increasing the holiday lights in town. In the absence of Mr. Maggard, he will continue working on it. Ms. Salazar said that Mr. Maggard left a recommendation for 10 new lights with electricity, so we will need to factor that into the budget.

Mr. Corbin told Council that we have received a response to our request from VDOT for a crosswalk, push button and the right on red designation. Ms. Salazar read the decision stating that they will be installing signs and painting the area but there are no funds for a push button at this time. They also declined to change the right on red designation.

Mr. Corbin reported that he has submitted all the resolutions for the sidewalk project, but we need to act on securing the grants. Ms. Salazar may have a lead on a grant writer, if interested. Council agreed. Mr. Bundick spoke about the current mutual aid agreement with ACSO as well as one between the Town of Exmore and the NCSO. Chief Long is still reviewing our current policy with ACSO. Mayor Finney would like a definitive answer to the liability question. Ms. Salazar will get an answer to that before next meeting.

### **New Business**

Ms. Salazar reminded Council that before they make any donations to the ORA or any other organization, they must provide us with a financial statement.

**Motion: To donate \$5,000.00 to the ORA contingent upon them providing us their financial reports and they continue to offer the 50% discount to town residents by Rodney Lang and seconded by Woody Zember. Roll Call Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

Ms. Salazar said that it has been brought to her attention that typically Council Members were not eligible for the discount but that was not a stipulation in last year's agreement. She asked that Council clarify that at this time.

**Motion: To amend the previous motion to exempt the Onley Town Council from receiving the ORA discount by Rodney Lang and seconded by Brian Corbin. Roll Call Vote:** Bloxom -no; Corbin- yes; Ferguson- yes; Hill – abstain; Lang– yes; Zember - no. MOTION PASSED

Mr. Corbin stated that Ms. Salazar and Mr. Tarr have already started communicating about the start of mosquito spraying. Ms. Salazar stated that we are going to continue our contract with Mr. Tarr on the same terms. She asked if Council would like to put a two year extension in his contract. Mr. Lang suggested that we ask Mr. Tarr to spray weeds around town.

**Motion: To engage the services of Billy Joe Tarr for the purpose of mosquito spraying twice per week in the amount of \$300.00 per spray and add a provision in the contract for a two-year extension 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

Ms. Salazar presented Council (at the suggestion of Mr. Maggard) with a sample of a Third-Party Harassment Policy. She explained that this protects our employees from abuse and harassing behavior,

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which has been a problem lately. Council agreed to have her and Mr. Bundick move forward with writing a policy specific to the Town of Onley. Mr. Corbin mentioned a contact harassment policy which prohibits people from things such as harassing emails. Mr. Bundick spoke about the different forms of harassment.

Ms. Salazar reminded the Council that the town pays \$7.00 per month for their town email accounts and moving forward that will be the email account that she uses for communication. Mr. Corbin added that if anyone doesn't want to use the account, they should let Ms. Salazar know and she can close it. The citizen gift cards for tax relief were discussed earlier in the night.

Mayor Finney stated that we recently had an occasion where a media outlet contacted him and another Council Member for a statement. He asked that when that happens in the future, all Council Members refer them to the town office for an official statement. Mr. Lang agreed, adding that he was the one that was contacted, and he was misquoted. Ms. Salazar reminded Council that we have a communications officer at VRSA and she is very helpful with these matters.

Mr. Bloxom asked that Council permit him to research the possible purchase of some playground equipment for older children to install at the park. After much discussion, Council agreed.

Council set a Budget Workshop for March 20, 2023, at 6:00pm. The police department office renovation will be discussed at the start of the meeting.

Ms. Salazar presented Council with a "Shop Local" campaign flier from WESR. The cost is \$350.00 and someone from Council will need to record a short radio ad.

**Motion: To spend \$350.00 to join WESR's Shop Local Campaign by Bill Ferguson and seconded by Woody Zember. Roll Call Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

### **Commission/Committee Reports**

**Planning Commission** – Mr. Corbin gave the Planning Commission report earlier in the night.

### **Department Reports**

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

Chief Long reported that the police department has now relocated to the Four Corner office in anticipation of the renovation project. There has been an issue with the printer so he was unable to provide the monthly reports at this time. He asked for an approval to acquire the storage pod from Backyard Escapes at a cost of \$150.00 per month.

**Motion: To approve the rental of a storage pod from Backyard Escapes at a cost of \$150.00 per month (up to four months) by Rodney Lang and seconded by Woody Zember. Roll Call Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

**Motion: To approve the April 2023 schedule by Bill Ferguson and seconded by Woody Zember. 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.

**Motion: To pay the March 2023 payables 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

Ms. Salazar presented Council with a draft ARPA funds budget and said we need to have a public hearing and let the public know how we plan to spend these funds. Mr. Ferguson urged Council to remember the Tasley & Onancock Fire Companies when spending the ARPA funds. Council asked for a proposal

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from the companies as to how they plan to use the funds. After some discussion about how to spend the funds, Council agreed to re-visit this at next month's meeting.

Ms. Salazar asked Council to rescind a motion made at the January 2023 meeting to transfer \$75,000.00 from PNC to Taylor Bank. She further explained that she did not realize when she asked for this transfer that the new patrol car and equipment were about to be delivered.

**Motion: To rescind the motion made to transfer \$75,000.00 from PNC Bank to Taylor Bank by Rodney Lang and seconded by Brian Corbin. Roll Call Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

**Town Manager/Zoning Report**

Ms. Salazar presented a partial report from Mr. Maggard detailing his work through February 17<sup>th</sup> and her report to Council picking up where he left off. A copy of both will be attached to the minutes. She reported that she has hired a full-time public works employee that will start in a few weeks.

**Attorney's Report**

Mr. Bundick reported that he has been working closely with Ms. Salazar to take care of some outstanding items. Mr. Corbin asked about delinquent meals and real estate taxes. Mr. Bundick replied that he is working on gathering information about the delinquent meals tax.

**Motion: To have James Elliott, an attorney in Yorktown, address our delinquent tax issues (turning all required info over to him) by Brian Corbin and seconded by Rodney Lang. Roll Call Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

**Consideration of Minutes**

**Motion: To adopt the minutes of the February 6, 2023, Regular Meeting 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

**Public Comments**

Jason Campbell spoke about the mutual aid agreement with ACSO. He stated that they (ACSO) are not asking that the Council give town officers carte blanche to go anywhere; but they do want town officers to respond when an ACSO officer is urgently calling for help. He added that in the matter of liability, the town will always shoulder the liability for their officers - not Accomack County. He said that he believes that is how liability is always handled within mutual aid agreements.

Billye D. Custis signed up to speak but had no comment.

**Council Comments**

Mr. Corbin thanked Council for agreeing to the tax relief grocery gift cards, noting that there are people that are struggling. He is pleased with how quickly we seem to be getting things done.

Mr. Lang thanked everyone for coming to the meeting. He agreed that we are on the right track to get some things done. He noted that he wants to keep things on track with the police renovations.

Mr. Zember thanked everyone for coming. He thanked the employees. He is happy that Council agreed to the grocery cards. He would like to see more money given to the ORA, the local fire departments, and the purchase of playground equipment.

Mr. Bloxom thanked everyone for coming to the meeting. He wants to see more money put back into the community.

Ms. Hill thanked everyone for coming to the meeting.

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Mr. Ferguson thanked everyone for coming. He thanked the employees. He added that some of the problems we have now are good problems.

Mayor Finney said that everything is running smoothly. He thanked everyone in the audience for attending. He thanked the police department and noted that they have really come together. He thanked the other employees and his fellow Council Members.

**Closed Session**

**Motion: To go into Closed Session (8:12pm) 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 the Town Manager vacancy; discussion of a salary for the Interim Town Manager 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 (8:53m) by Bill Ferguson and seconded by Woody Zember. 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

**Motion: To increase the Interim Town Manager's salary from \$60,000.00 to \$65,000.00 per year for the remainder of her term in that position by Brian Corbin and seconded by Bill Ferguson. Roll Call Vote:** Bloxom -yes; Corbin- yes; Ferguson- yes; Hill – yes; Lang– yes; Zember - yes. MOTION PASSED

**Motion: To authorize Ms. Salazar and Councilmembers Hill and Bloxom to conduct initial interviews with the final chosen candidates to fill the Town Manager vacancy 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

**Adjourn**

**Motion: To adjourn (8:54pm) 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

Respectfully Submitted,

  
Jamye Salazar, Clerk/Treasurer

  
Henry E. Finney, Mayor