

**Onley Town Council**  
**Regular Monthly Meeting**  
**Minutes of September 8, 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

Council Members Absent:      Matt Hart, Mayor  
                                                 Woody Zember

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 6:01pm.

**Invocation & Pledge of Allegiance**

The invocation was given by Councilman Corbin and the Pledge of Allegiance was led by Councilwoman Custis.

**Adoption of Agenda**

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

**Presentation – Town of Accomac/Save Our School**

Mr. Tommy Hines gave a short presentation. He asked that Council consider writing a letter in support of saving Accomac School.

**Motion: To send a letter of support for Save Accomac School to the Accomack BOS and Accomack County School Board Members by Billye D. Custis and seconded by Bill Ferguson. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - absent. MOTION PASSED  
Vice-Mayor Pierson stated that she only found out a few minutes ago that she would be running the meeting but she will be voting tonight.

**Old Business**

Ms. Bliss reported that the Planning Commission has taken language from the original property maintenance ordinance (004-06) and combined it with the newer ordinance (004-17). She presented them with a marked copy, explaining the changes. Ms. Custis believes that both ordinances need to be repealed before the new one is adopted. Ms. Bliss disagreed adding that everything in the new ordinance was in the 004-17 ordinance. No clear decision was made about this. Mr. Corbin asked Council (based on his interpretation of the ordinances) to reconsider the violation letters that were sent to two property owners. He added that there are many others in town that have properties far worse than those two property owners and in the interest of fairness, he would like to rescind the letters. He also told Council that once we make the decision to enforce these ordinances, we need to have a process in place. Ms. Salazar agreed adding that our Public Works department is not equipped to handle

**Onley Town Council  
Regular Monthly Meeting  
Minutes of September 8, 2022**

**Onley Town Office, 25308 Lankford Highway, Onley VA**

some of these situations so we need to prepare for that also. Ms. Salazar stated that we are able to put liens on properties for costs accrued by the town for property clean-up.

**Motion: To send letters to the two property owners that were sent violation notices on May 26<sup>th</sup> about Ordinance 004-06 explaining that Council was not aware of the letters being sent and they should disregard them by Brian Corbin and seconded by Bill Ferguson. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - absent. MOTION PASSED

Ms. Bliss reported that the Planning Commission has started looking at the Comprehensive Plan but it will not be ready this year.

Ms. Salazar reported that she has examined the town owned property on Front Street. She had Mario and Dean clean up the property and she has reached out to a contractor about meeting there for some suggestions and pricing concerning the concrete pads. She has also spoken with someone at Chesapeake Fence about the possibility of a fence on the property. She told Council that they really need to decide what they want to do with the property. Council asked Ms. Salazar to keep working on estimates for fencing and concrete work.

Lt. Long reported that he needs Council's approval to issue a RFB for the renovation at the Police Station. Ms. Salazar said that we need to have a bid packet ready to go before we advertise for bids. She added that everyone needs to know what they are bidding on and everyone must have the same information.

**Motion: To send the RFB for PD renovations once the information is prepared for bidders by Bill Ferguson and seconded by Brian Corbin. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - absent. MOTION PASSED

Ms. Salazar opened the one bid that was received for performing the 2021-2022 audit. It is from Robinson Farmer Cox Associates in the amount of \$8,700.00.

**Motion: To accept the bid from Robinson Farmer Cox Associates in the amount of \$8,700.00 by Billye D. Custis and seconded by Bill Ferguson. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - absent. MOTION PASSED

Council agreed to advertise in the fall newsletter for residents interested in serving on the McMath Park Commission.

#### **New Business**

Ms. Salazar reported that the town has been invited to participate/support the Alzheimer's Paint the Town Purple event. Ms. Bliss asked if the town has parameters concerning what groups we support. She warned Council to be cautious about supporting/not supporting certain groups. Mr. Bundick will research this matter through the local government community.

Ms. Salazar presented Council with a letter from ACSO asking for a donation to the DARE program.

**Motion: To donate \$500.00 to DARE by Bill Ferguson and seconded by Claudia Harmon. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - absent. MOTION PASSED

Ms. Salazar reported that the A-NPDC 2021 Hazard Mitigation Plan is complete and approved by FEMA. We need to review it and if we would like to be included, we need to adopt a resolution to that effect. She will get that to everyone and we can further discuss it at next month's meeting.

Ms. Salazar said that when we adopted the new zoning ordinance a few months ago, we left out the part containing pennants, feather flags and commercial real estate signs. She reported that we need to amend the zoning ordinance to include it and suggested we do it when we amend the property maintenance ordinances. Council agreed.

Mr. Corbin said that he has just learned that we have some property owners that haven't paid taxes for quite some time – some not at all. He asked that Council consider having Mr. Bundick send letters and

**Onley Town Council  
Regular Monthly Meeting  
Minutes of September 8, 2022**

**Onley Town Office, 25308 Lankford Highway, Onley VA**

pursue legal action. Council agreed and asked Ms. Salazar to provide Mr. Bundick the list of delinquent taxpayers. Mr. Bundick would also like to pursue action against Alpine Nutrition for delinquent meals tax. Council agreed.

Ms. Salazar reported that the garage door broke and we had it repaired. The repairman that came recommends (his opinion) that we replace the entire door because it is not the proper door and/or lock. Council decided to wait since the door is working fine now. Ms. Salazar also reported that she did have the back door unsealed so there is a second entrance into the garage at this time.

Ms. Pierson asked Council to consider the purchase of a PA/microphone system for the Council's meeting room. Council agreed and asked Ms. Salazar to research the matter.

Ms. Salazar asked that Council consider the possibility of contracting the holiday lights and decorations. She added that we tried to do it ourselves last year and it didn't go well.

**Motion: To advertise via RFP for a contractor to install/remove/repair holiday lights and decorations by Bill Ferguson and seconded by Billye D. Custis. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - absent. MOTION PASSED

**Committee Reports**

**New Town Office Building Committee** – Mr. Corbin reported that GMB is no longer willing to work with us on the building plans that we purchased in 2018, however, GMB & Allen & Sharrif are willing to sell us the CAD files for the copyrighted prints. We could take those CAD files to another architect or engineer and proceed with getting the plans up to code and re-bid the project. The total cost for the files is \$8,100.00. They would like an additional \$1,400.00 for a total of \$9,500.00. At this time, Rodney Lang said that Ann Bonniwell would probably sell us her building for \$500,000.00. He said that he has spoken with her and she is willing to work out a deal with the town. Mr. Corbin said he has no objections to other options but his job tonight is to relay the committee's information from their research. Mr. Ferguson suggested adding on to the police department building. Council asked Ms. Custis to contact Ms. Bonniwell and make arrangements for Council to visit her building (individually/two at a time).

**Motion: To purchase CAD files from GMB & Allen & Sharrif in the amount of \$9,500.00 by Brian Corbin. There was no second.** MOTION FAILED

Ms. Salazar told Council that if we do not take this deal with GMB, there will probably not be another one offered. That means the GMB building will no longer be an option. She added that she is not trying to persuade the Council for or against, but she does want them to know the ramifications of this decision.

**Sidewalk Project Committee** – Mr. Corbin and Ms. Bliss asked Council for permission to submit the sidewalk proposal resolutions to VDOT.

**Motion: To submit the sidewalk proposal resolutions to VDOT for approval by Brian Corbin and seconded by Claudia Harmon. Roll Call Vote:** Corbin- yes; Custis-absent; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - absent. MOTION PASSED

**Public Works Committee** –Mr. Ferguson has completed the preliminary SOP's and presented them to Ms. Salazar. He explained that they are more day to day operation procedures. He has gotten the town decals on the Public Works truck and plans to also have some installed on the mosquito truck as well as some caution signs.

**Personnel Committee** – Ms. Harmon reported that they have not met. Ms. Custis stated that we need to upgrade our Personnel Policy. Council asked Ms. Salazar to contact Ms. Evans and set up a meeting to begin reviewing the Personnel Policy.

**Onley Town Council  
Regular Monthly Meeting  
Minutes of September 8, 2022**

**Onley Town Office, 25308 Lankford Highway, Onley VA**

**Community Spirit Committee** – Ms. Pierson reported that they are planning to present a workshop detailing scam prevention based on AARP information. Ms. Bliss reported that anyone needing a Veterans Day sign should contact her.

**Town Manager Search Committee** – Ms. Custis reported that they have one candidate that they have met via Zoom and they would like to ask his permission to check references, schedule another Zoom call for next week and ultimately set up a face to face meeting with Council (at the town's expense).

**Motion: To agree and proceed with the recommendation of the Town Manager Search Committee by Brian Corbin and seconded by Bill Ferguson. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - absent. MOTION PASSED

**Golf Cart Committee** - Ms. Pierson reported that she has created a checklist with information taken directly from the ordinance. Council agreed that the carts will be inspected by a reputable agent and the owner will be required to get a Town of Onley decal to display on the cart as proof of yearly inspection.

**Motion: To enact the amended Golf Cart Checklist/Inspection Process for yearly inspections by Bill Ferguson and seconded by Claudia Harmon. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - absent. MOTION PASSED

### **Department Reports**

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

Lt. Long presented the October schedule noting that Sgt. Coulter has asked to be on permanent night shift for a couple of months. He has a candidate for the police officer vacancy and he and Ms. Salazar will be interviewing him on Thursday. He invited Council members to participate if they wish. Mr. Ferguson volunteered to represent Council. He gave an update on the vehicle equipment installations. He presented Council with quotes for the purchase of the following equipment: stationary radar, handheld laser, body cameras and tasers. There was a discussion about using ARPA funds for the purchases. Mr. Bundick will research the matter. He suggested that we recess this meeting and return once we have the answer. Council agreed.

**Motion: To authorize Lt. Long to purchase the equipment (\$87,184.00) in its entirety if ARPA funds can be used, if not, we amend the list to purchase the most needed items by Bill Ferguson and seconded by Brian Corbin. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - absent. MOTION PASSED

Lt. Long gave Council four quotes for speed deterrent signs.

**Motion: To purchase four speed deterrent signs (\$14,472.00) provided we can use ARPA funds by Brian Corbin and seconded by Bill Ferguson. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - absent. MOTION PASSED

Mr. Ferguson asked Mr. Bundick to research giving ARPA funds to fire companies.

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

Ms. Salazar gave her report. A copy is available upon request. Ms. Harmon asked the reason for the Neubeam cost. She further stated that if it's because we are accessing the park security feed from phones, she is in favor of canceling it.

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

**Motion: To purchase a CD from Atlantic Union Bank for 13 months in the amount of \$200,599.25 by Claudia Harmon and seconded by Bill Ferguson. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - absent. MOTION PASSED

**Onley Town Council  
Regular Monthly Meeting  
Minutes of September 8, 2022**

**Onley Town Office, 25308 Lankford Highway, Onley VA**

**Motion: To transfer \$350,000.00 from PNC Bank Regular Checking to Taylor Bank Money Market by Claudia Harmon and seconded by Bill Ferguson. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - absent. 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**

Mr. Bundick has worked on ARPA questions. He has reviewed resolutions for Ms. Bliss. He added he has assisted Ms. Salazar with several matters, and he believes that their process is working well.

**Consideration of Minutes**

**Motion: To accept the minutes of the August 1, 2022, Public Hearing & Regular Monthly Meeting by Claudia Harmon and seconded by Billye D. Custis. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - absent. MOTION PASSED

**Public Comments**

Adrian Granston spoke in favor of the town holding a farmer's market. Ms. Custis suggested that she contact SPOTS and see if they are interested in re-visiting the idea.

Rodney Lang said that while he enjoys using golf carts in town, he would like the speed limits to be lowered in town so that the carts can be used on more streets. Ms. Custis stated that the Town has tried in the past and had no luck. She added that VDOT will do a study and if people are already speeding, they will not lower it. Mr. Lang also asked that Council consider adding something to the park for older children.

**Council Comments**

Mr. Corbin had no comment.

Ms. Custis said in the interest of time, she will thank everyone and make no other comments.

Ms. Harmon thanked Ms. Pierson for running a great meeting.

Mr. Ferguson thanked everyone for coming.

**Closed Session**

**Motion: To go into closed session (9:31pm) in accordance with Section 2.2-3711(A) of the Code of Virginia of 1950, as amended for the purpose of Paragraph 1: Discussion of possible litigation pertaining to an illegal apartment located in a first-floor business by Billye D. Custis and seconded by Bill Ferguson. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - absent. MOTION PASSED

**Open Session & Certification of Closed Session**

**Motion: To return to open session (9:43pm) by Billye D. Custis and seconded by Bill Ferguson. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - absent. 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**

**Onley Town Council  
Regular Monthly Meeting  
Minutes of September 8, 2022**

**Onley Town Office, 25308 Lankford Highway, Onley VA**

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

Ms. Custis stated that she just heard back from Ann Bonniwell and that her asking price for the property is \$550,000.00 and the garage is not included.

**Recess**

**Motion: To recess at 9:46pm by Brian Corbin and seconded by Bill Ferguson. Roll Call Vote:** Corbin- yes; Custis-yes; Ferguson- yes; Harmon – yes; Pierson – yes; Zember - absent. MOTION PASSED

Respectfully Submitted,



Jamye Salazar, Interim Town Manager