

## Onley Town Council Minutes of March 4, 2013

VIRGINIA: At a Regular Monthly Meeting of the Onley Town Council held at the Onley Fire & Rescue Building on the 4th day of March, A.D., 2013:

Members Present: Jack Pierson, Mayor  
Billy Chance  
Dawn Dize  
Ned Finney (arrived 6:32pm)  
Susan Rillo  
Don Strautz

Members Absent: Fred Gardner

Staff Present: Walter Marks, OPD Chief of Police  
Jamye Salazar, Treasurer  
Cela Burge, Town Attorney  
David Engelhart, Zoning Administrator

### Call to Order

The Regular Monthly Town Council meeting was called to order by Mayor Pierson at 6:30pm. In the absence of Councilman Gardner and Councilman Finney, the invocation was given by Susan Rillo and the Pledge of Allegiance to the Flag was led by Don Strautz.

### Adoption of Agenda

Mr. Finney asked to add Welcome to Onley signs under Old Business as item D1.

**Motion: To adopt the agenda with change by Don Strautz and seconded by Dawn Dize. Vote:** Chance-yes; Dize-yes; Finney-yes; Gardner-yes; Rillo-yes; Strautz-yes. MOTION PASSED

### Consideration of Minutes

**Motion: To approve the minutes of the February 4, 2013 Regular Monthly Council Meeting by Ned Finney and seconded by Susan Rillo. Vote:** Chance-yes; Dize-yes; Finney-yes; Gardner-yes; Rillo-yes; Strautz-yes. MOTION PASSED

### Department Reports

#### Police Report & Schedule

Several Council members asked why there is no 6-2 shift on the first two weekends. Chief Marks explained that he will be on vacation so there will be no third shift during that time but that he will be in Town for some of that time and will listen out for calls. Mr. Strautz asked about the age of the vehicles and if there are any with high mileage. Chief Marks explained that all of the vehicles are relatively new with the exception of the 2003 Ford. Mr. Strautz asked if the cars are depreciated. Ms. Salazar stated that the auditors take care of the depreciation during the annual audit.

**Motion: To approve the April 2013 Police Schedule by Ned Finney and seconded by Don Strautz. Vote:** Chance-yes; Dize-yes; Finney-yes; Gardner-yes; Rillo-yes; Strautz-yes. MOTION PASSED

Chief Marks stated that the final cost to the Town for the Active Shooter Training is \$341.98. This includes a two night hotel stay, tolls and per diem.

**Motion: To spend \$341.98 to send Sergeant Coulbourn and Officer Bennett to Active Shooter Training at the HRCJTA by Don Strautz and seconded by Ned Finney. Vote:** Chance-yes; Dize-yes; Finney-yes; Gardner-yes; Rillo-yes; Strautz-yes. MOTION PASSED

Chief Marks stated that the laser in need of repairs has small cracks in the glass lenses and this is the oldest laser that we have. The cost to repair it is \$846.00. Council asked if it is cost effective to repair it or should they consider purchasing a new one. Chief Marks stated that he believes this repair will allow the continued use of this laser for quite some time.

**Motion: To repair the laser at a cost of \$846.00 by Ned Finney and seconded by Susan Rillo. Vote:** Chance-yes; Dize-yes; Finney-yes; Gardner-yes; Rillo-yes; Strautz-yes. MOTION PASSED

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

Ms. Salazar asked that Council consider moving some money from the regular checking account to the money market or perhaps consider purchasing a CD since the balance in the account is at almost \$200,000.00. She then gave a monthly review of the budget and answered several questions about the purchase journal.

**Motion: To pay the Payables by Ned Finney and seconded by Susan Rillo. Vote:** Chance-yes; Dize-yes; Finney-yes; Gardner-yes; Rillo-yes; Strautz-yes. MOTION PASSED

#### **Zoning**

Mr. Engelhart presented Council with three bids for the clean-up of the Nicolls property. The first was \$14,500.00. The second was \$9,500.00. The third was \$5,800.00.

**Motion: To accept the \$5,800.00 bid and secure it in writing by Ned Finney.**

Mr. Strautz said that he would like to look over the written bid before accepting it. Ms. Dize asked for Ms. Burge's opinion. Ms. Burge explained the difference in a bid and a contract and also the process for collecting the money from Mr. Nicolls for the property clean-up. Ms. Burge stated that Council can send Mr. Nicolls a notice of the clean-up date but it is not necessary. Mr. Finney stated that he is concerned that with more notice, Mr. Nicolls will continue to "drag out" this process. Mr. Engelhart agreed and added that he feels we have already given Mr. Nicolls adequate notice.

Ms. Dize expressed concern about the condition of the Zember lot in Town as well as the property that Ms. Belote complained about last month. She stated that there is a lot of trash on the Zember lot and the other house has quite a few storage containers in the yard. Mr. Engelhart stated that he will take another look but does not feel that the storage containers represent a problem under our zoning ordinance. Ms. Burge stated that things that fall under a zoning violation would be things that cause a nuisance, things that are unsanitary, unsafe or may attract vermin. Mr. Finney stated that these containers may be a breeding ground for mosquitoes in the coming months.

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

Ms. Burge stated that she has spent some time this month looking into a new program requirement from the VRS. This program allows for the Town to participate in a state organized disability program for new employees hired after January 2014 or any current employees switching to the hybrid program. She added that we do not have any of the latter employees. The Town Council will need to decide before September 1, 2013 to either create an employer paid disability program or we will be required to participate in the Virginia Local Disability Program. She added that the option of not participating in the VRS program is irrevocable. She further added that she does not feel it would be feasible for the Town to create their own program and opt out of the state program but she will continue to listen for more information about this topic.

### **Old Business**

Mr. Finney stated that there is a need for an RFP for the architect. The committee agreed to meet on March 11, 2013 at 6:30pm at the Fire House. Ms. Burge thinks that she has an old RFP that was used before and she will get that to Ms. Salazar. There was some discussion about a budget. Ms. Burge suggested tracking the building expenses since for now they should be minor.

There was no grant coordinator's report. Ms. Salazar stated that she does not feel anything has changed since last month's report. She added that a reimbursement check for the last quarter of highway safety grant was received today.

There are still two vacancies on the Planning Commission. Lance Eller has expressed some interest in serving but was unable to be reached for tonight's meeting.

Mr. Finney stated that he feels the Welcome to Onley signs need a back on them. He is willing to donate the labor if the Town will cover the cost of material. Billye D. Custis suggested that Council take a look at the old signs – there may be something on them that may be usable. Council will take a look at the current sign and re-visit this issue next month.

Ms. Salazar presented Council with three quotes for the purchase of a garage door. The first was \$681.00 (Lowe's). The second was \$697.00 (OBS). The third was \$620.00 (84 Lumber).

**Motion: To spend \$620.00 to purchase a garage door from 84 Lumber by Ned Finney and seconded by Don Strautz. Vote:** Chance-yes; Dize-yes; Finney-yes; Gardner-yes; Rillo-yes; Strautz-yes. MOTION PASSED

### **New Business**

Council agreed to have a budget work session on March 19, 2013 at 6:30pm at the Fire House.

### **Public Comments**

Ms. Salazar spoke on behalf of Margaret Grinnalds who could not attend. She stated that Ms. Grinnalds wished to thank Mr. Finney for cutting down the pampas grass and she thinks that it looks great.

Niall Finnigan thanked Council for their previous donations to SPOTS. He gave an update as to where things stand with the renovation and asked that Council remember them when going into budget preparations in the coming weeks/months. Mr. Strautz asked about security at the station. Mr. Finnigan stated that they have looked into insuring the whole train collection for a very modest amount once the time comes. They have looked at some small "off-the-shelf" security systems. There is plexi-glass in the windows as well as the large shutters on the outside of the building. Finally, they are looking into options for insurance since it is often hard to purchase insurance for a building that you do not own.

### **Council Comments**

Mr. Chance thanked everyone for coming.

Mr. Strautz thanked everyone for their expressions of sympathy and the flowers that were sent due to the passing of his father.

Mr. Finney apologized for being late and thanked everyone for coming. He thanked the SPOTS Members for their work as well.

Ms. Dize thanked everyone for coming as well as the employees.

Ms. Rillo thanked everyone for coming and stated that there is a lot of progress being made at the train station. She added that she has heard some positive comments about the possibility of a new Town Office and she looks forward to helping with that.

**Closed Session**

**Motion: To go into Closed Session in accordance with Section 2.1-344-A of the Code of Virginia of 1950, as amended for the purpose of Paragraph 1: Discussion or Consideration of Personnel Matters, specifically pertaining to hiring a part-time employee for the Public Works Department by Dawn Dize and seconded by Susan Rillo. Vote:** Chance-yes; Dize-yes; Finney-yes; Gardner-yes; Rillo-yes; Strautz-yes. MOTION PASSED

**Open Session & Certification of Closed Session**

A roll call vote was taken immediately 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: Pierson-yes; Chance-yes; Dize-yes; Finney-yes; Gardner-yes; Rillo-yes; Strautz-yes.

**Adjourn/Recess**

**Motion: To recess at 7:58pm until March 19, 2013 at 6:30pm by Don Strautz and seconded by Ned Finney. Vote:** Chance-yes; Dize-yes; Finney-yes; Gardner-yes; Rillo-yes; Strautz-yes. MOTION PASSED

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Jamye Salazar, Clerk/Treasurer

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Jack Pierson, Mayor