

Onley Town Council Minutes of April 25, 2011

VIRGINIA: At a Special Called Meeting of the Onley Town Council held at the Arthur T. Lowe Municipal Building on the 25th day of April, A.D., 2011:

Members Present: Billye D. Custis, Mayor
Billy Chance
Lance Eller
Ned Finney
Don Strautz

Staff Present: Sergeant Walter Marks, OPD Officer- In- Charge

Absent: Dawn Dize

Call to Order

The Special Called Council meeting was called to order by Mayor Custis at 6:30pm. The invocation was given by Ned Finney. The Pledge of Allegiance to the Flag was led by Billy Chance.

Closed Session

Motion: To go into Closed Session at 6:31pm in accordance with Section 2.1-344-A of the Code of Virginia of 1950, as amended under Paragraph 1: discussion or consideration of personnel matters pertaining to the Public Works Department, specifically related to Jerry Crockett by Don Strautz and seconded by Ned Finney. Vote: Chance-yes; Dize-absent; Eller-yes; Finney-yes; Strautz-yes. MOTION PASSED

Open Session

Motion: To return to Open Session at 6:36pm by Lance Eller and seconded by Billy Chance. Vote: Chance-yes; Dize-absent; Eller-yes; Finney-yes; Strautz-yes. MOTION PASSED

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: Custis-yes; Chance-yes; Dize-absent; Eller-yes; Finney-yes; Strautz-yes.

Public Works

Mr. Strautz suggested creating an RFP for lawn maintenance. Mr. Eller stated that he would like to advertise in the newspaper that we are soliciting for a list of services and hold a mandatory pre-bid meeting. At the meeting, we will show anyone interested exactly what we need to have done. Ms. Burge stated that the Town does have a procurement ordinance which we would need to follow when selecting a vendor. She agreed that we will need to advertise and also felt the pre-bid meeting was a good idea. She did suggest that when creating a list of duties we should probably include some sort of other category to include things that may come up later. Mr. Eller stated that we need to make sure that whomever we hire will need to have proof of insurance. Mr. Finney asked if we could hire an individual. Ms. Burge stated that we could certainly hire an employee to replace Mr. Crockett but if we contract the work out we will want to hire a company that is insured. Mayor Custis stated that Officer Jamie Coulbourne has offered to help with grass cutting until someone is hired. Ms. Burge stated that should Officer Coulbourne do this, his hours will need to be kept separately from his Police Department hours. Ms. Siglin stated that Frankie Lewis cuts grass for Onancock. Mayor Custis stated that he would need to respond to the RFP if he is interested.

Motion: To allow Jamie Coulbourne to fill in with grass cutting duties with an hourly rate the same as Jerry Crockett's until an RFP and pre-bid meeting can be accomplished by Don Strautz and seconded by Ned Finney. Vote: Chance-yes; Dize-absent; Eller-yes; Finney-yes; Strautz-yes. MOTION PASSED

Mr. Eller will meet with Jamye Salazar on Wednesday to put together a bid package that we will advertise. Mr. Eller asked Mr. Chance to go by the Town Office and let Ms. Salazar know what grass that the Town is responsible for cutting. Mr. Chance asked if we are still able to get the community service help. Mayor Custis stated that we can but they need to be supervised at all times.

Spring Clean-Up

Sergeant Walter Marks volunteered to drive the truck for Clean-up on the three days that he is off. He also knows someone that we may be able to hire to help. Mr. Chance stated that he will also be available to help. Mr. Eller suggested that we contact Able Body Day Laborers. They are insured and we can hire them by the day. He also recommended that we use only the dump truck and not the trailer. Mayor Custis will have Ms. Salazar call them tomorrow. She also stated that the newsletters can now be delivered so Council members can take them when they leave.

Motion: To adjourn at 6:57pm by Lance Eller and seconded by Don Strautz. Vote: Chance-yes; Dize-absent; Eller-yes; Finney-yes; Strautz-yes. MOTION PASSED

Respectfully submitted from audio,

Jamye Salazar, Treasurer

Billye D. Custis, Mayor