

Onley Town Council Minutes of July 16, 2018

VIRGINIA: At a Regular Monthly Meeting of the Onley Town Council held at the Onley Baptist Church, 25501 W. Main Street, on the 16th day of July A.D., 2018:

Council Members Present: Ned Finney, Vice-Mayor  
Ted Bliss  
Dawn Dize  
Matt Hart  
Susan Rillo  
Woody Zember

Council Members Absent: Jack Pierson, Mayor

Staff Present: Jamye Salazar, Town Manager  
Rachel Kellam, Town Attorney  
John Spivey, Chief of Police, OPD

**Call to Order**

Vice-Mayor Finney called the meeting to order at 6:30pm.

**Invocation & Pledge of Allegiance**

The invocation was given by Ted Bliss and the Pledge of Allegiance was led by Susan Rillo.

Ms. Salazar requested to add under New Business the proposed VDOT Road Diet. A sample letter from VDOT was provided to Council Members in their folders. This will be added to the agenda under New Business line J.

Ms. Salazar stated the last line on the agenda Closed Session discussing the Zoning Administrator Vacancy, the candidate called today to withdraw their application, so that topic will not need to be discussed.

**Adoption of Agenda**

**Motion: To adopt the agenda of July 16, 2018 with the changes as indicated, Regular Monthly Meeting by Ted Bliss and seconded by Susan Rillo.**

**Roll Call Vote: Hart-yes; Rillo-yes; Zember-yes; Dize-yes; Bliss-yes; Finney-yes. MOTION PASSED**

**Consideration of Minutes**

**Motion: To accept the minutes of the June 4, 2018, Regular Monthly Meeting by Dawn Dize and seconded by Ted Bliss.**

**Roll Call Vote: Hart-yes; Rillo-yes, Dize-yes; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED**

**Motion: To accept the minutes of the June 12, 2018, Special Meeting by Ted Bliss and seconded by Susan Rillo.**

**Roll Call Vote: Hart-yes; Rillo-yes, Dize-yes; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED**

## **Department Reports**

### **Police Report & Schedule**

Chief Spivey stated that June was a productive month for the Police Department. Officer Coulter and Officer Arnold are doing quite well with traffic enforcement. Chief Spivey noted the Police Department received several calls for service and have some active cases open. Chief Spivey stated he would be on vacation from July 30, 2018 - August 2, 2018, as noted on the schedule, and Sergeant Bennett will be acting Chief during this time frame. He said that two decal checkpoints were conducted (June 14, 2018, and June 20, 2018), as a result of the checkpoints, additional town decals were sold. Chief Spivey discussed a complaint given to Ms. Salazar from a citizen in regards to a fallen tree, and concerns that the Police Officers were not making the proper patrols. Chief Spivey conducted an investigation, and action was taken and found the officers were doing as they were supposed to be doing, and town patrols were performed. Chief Spivey was unaware as to the disposition of the tree. Chief Spivey addressed this to Council as it was a formal complaint to the Town Manager. Ms. Hohlt stated in regards to the tree; it was a Friday afternoon a thunderstorm came through which knocked a large limb off the tree next door that landed in the roadway. The limb was blocking half of the street, and she notified the electric company. She stated the tree was still in the road area Monday morning and over the weekend the cop never came by to put a cone by the limb or anything to warn residents. Mr. Finney stated any hazardous conditions should be reported to the 911 center. Ms. Salazar said she received calls Monday morning from Councilman Hart and Ms. Hohlt (within a short period of each other) about the fallen tree branch. Ms. Salazar immediately drove over to examine the situation and contacted ANEC from her car of the down limb on the power lines, and they were there within thirty minutes. Ms. Hohlt confirmed that the limb was taken care of on Monday morning, but still has concerns that if officers are on duty and storms come through they should patrol all streets in the town and if they find something in the roadways, they should at least cone off the area to warn the citizens. Mr. Hart asked Chief Spivey about the citation report and why there was one citation not assigned to an officer. Chief Spivey responded that while entering the tickets into the database, the officer skipped over the box that would assign that citation to a specific officer, so that officer will not get credit for that citation, a type-o while entering in the tickets car number was omitted. Mr. Hart offered an apology to Chief Spivey and the Police Department from a complaint of a break in on Lee Street discussed at last month's meeting. Mr. Hart stated the information that he received was incorrect and didn't match the information given to the Sherriff Department. He once again apologized for not having all of the correct information before bringing it up at last month's meeting. Chief Spivey thanked Mr. Hart and accepted the apology. Chief Spivey encourages Council Members or Town Residents if there any complaints/concerns to bring to his attention so that any situation can be addressed.

**Motion: To adopt the Police Department Schedule for August 2018 by Susan Rillo and seconded by Ted Bliss.**

**Roll Call Vote: Hart=yes; Rillo=yes, Dize=yes; Bliss=yes; Zember=yes; Finney=yes. MOTION PASSED**

### **Treasurer's Report/Payables**

Ms. Salazar gave her report noting it is for June 2018. Ms. Salazar stated at Council request she

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transferred \$200,000.00 from the regular checking account into a CD at SunTrust Bank as indicated on the report. Ms. Salazar noted that some figures would be adjusted during the audit process. She said a large payment to GMB as they are about 90% complete with the well and septic design and that phase of the plans. Ms. Salazar said there is one business that is two months delinquent on Meals Tax payments and she has begun the process of collecting those fees. She noted the same business has also opened another business (produce stand) in town and they haven't purchased a Business Licenses, and they were made aware they need to buy the additional Business License. Ms. Salazar will continue to follow through the process to get these businesses up to date and will reach out to Ms. Kellam as necessary for legal advice. Mr. Hart asked Ms. Salazar about the GMB well and design system and thought that was removed and that Bundick's was going to complete. Ms. Salazar stated the design is in coordination with Bundick's and the IT piece, and there is no additional cost and is all included in the initial price quoted.

**Motion: To Pay the Payables by Ted Bliss and seconded by Woody Zember.**

**Roll Call Vote: Hart-yes; Rillo-yes, Dize-yes; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED**

### **Town Manager**

Ms. Salazar presented the Council with a copy of Public Comments Rules that the Accomack County Board of Supervisors use, a citizen brought these in and thought it might be something our Council should consider using. Ms. Salazar wanted to go on record stating why the original meeting date changed from July 9, 2018, to July 16, 2018. She said the church wasn't available on July 9, 2018, and with such short notice, there wasn't enough time to advertise the change within the same week, and the next availability was July 16, 2018. Ms. Salazar stated she meet with the VML Representative twice, once to talk and the second time to complete an inspection of the Town Office, grounds, and the garage, no violations found. VML Representative said as of July 1, 2018, OSHA is now able to issue monetary penalties to Municipalities. Ms. Salazar received two sizable FOIA requests this month which took some time to complete. Ms. Salazar has received the flower pot permission letters signed from the property owners. Ms. Salazar stated that Joel Parks resigned as Clerk of the Planning Commission. Ms. Salazar reported she has ended the fiscal year of 2017-2018 and began the fiscal year of 2018-2019. Ms. Salazar stated the new signature cards with the new signers was completed at PNC Bank and Union Bank. She indicated the Litter Grant paperwork was submitted for the current fiscal year and we should be receiving word back any time. Ms. Salazar received a call from Mike Mason, Accomack County Administrator about town decals and adding the decal cost into the yearly tax bills, he will be researching this process with others towns that have the same interest. Ms. Salazar stated she meet with Ms. Kellam and they are working together on the Railroad Property contract.

### **Acting Zoning Administrator**

Ms. Salazar states she has received a lot of grass complaints. She states she had Simpson's cut two lawns in town that were in violation and the property owners will be billed for services. Ms. Salazar sent a thirty-day notice to a resident on Caroline Avenue who is in violation of the inoperable vehicle ordinance. The thirty days are up the end of this week. Ms. Salazar received and addressed three complaints of properties on Coastal Blvd, a sofa in the front yard, that has been removed, a mattress in the front yard, that has been removed, and Magnolia tree trimmings in another yard, of which haven't been cleaned up. The residents have received notification of the violation and the time to clean is up on July 18, 2018. Ms. Salazar meet with a representative from McDonald's about a drive-thru sign permit -

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no permit was required. Ms. Salazar met with a realtor about zoning and usage of the Onley Volunteer Fire Department. Ms. Salazar issued a permit for home addition on East Main Street. Ms. Salazar is currently working with a representative from Walmart on signage issues. Ms. Salazar stated that several businesses on Route 13 are using feather flags. She will work with Ms. Kellam to notify the businesses of town zoning of the feather flag usage.

### **Public Works**

Ms. Salazar stated that Hayvon continues to work on street cleaning, curb cleaning and edging. She noted the VDOT street sweeper came through last week and the streets look very good. Ms. Salazar states the sidewalks were sprayed last week and corrected that she had reported in a previous meeting the sidewalks were sprayed, and they had not. She advises the complaint she had received about the limbs hanging over the sidewalk on East Main Street were trimmed back. Ms. Salazar states that all flower beds have been mulched and weeded in town and around the town signs. Ms. Salazar indicates that litter pick-up and storm drain cleanout is ongoing. She said the flags were up for the 4th of July holiday and were taken down. Ms. Salazar reports the grass around the railroad tracks was cut by Mr. Simpson and sprayed by Mr. Scott. Ms. Salazar has received a lot of complaints about mosquitos, and she has asked Mr. Scott to spray an additional day each week (total of three times a week). Ms. Rillo would like to have the spraying done in the evening instead of early morning as she thinks it is more effective in the evening. Ms. Salazar will check with Mr. Scott about his availability of evening spraying. Ms. Dize said she believes there is more of an impact if the spraying is done earlier in the day. Mr. Bliss suggested if there is a noticeable mosquito problem to check the town for standing water, and Ms. Dize said to also check for overgrown bushes, as these are breeding places for mosquitos. Ms. Custis stated that Tommy Shaw mosquito sprayed the town for thirty plus years at 5:30 am. Mr. Bliss noted the spraying should take place during the inversions take place. That's when the transfer of the heat and cold air stops and will cause the fog to hang around longer. Spraying in the middle of the day will cause it to evaporate and doing at night will cause it to settle to the ground and not be effective. Ms. Rillo states spraying this year doesn't seem to have much of an impact on the mosquitos. Ms. Salazar stated since Mr. Scott has been spraying the additional time the complaints have stopped. Mr. Hart asked if the town has ever purchased the donuts (dunks) that go into the ditches. Ms. Salazar stated the town has looked into the dunks and she had a conversation with Mr. Scott. Mr. Hart asked Ms. Salazar to look into pricing of the dunks and stated it is probably too late for this year, but an option for next year. Ms. Salazar will look into the pricing of the dunks. Council was all in agreement about the additional day of mosquito spraying each week. Ms. Salazar received a call from Mr. Simpson asked about cleaning up the corner where the Shore Cleaners and Fast Stop resided as the area has grown up. Ms. Salazar will contact Anne Dize as to who the property owner might be. Ms. Salazar thought the property belongs to VDOT. Ms. Dize mentions she has noticed about six humps in the road on Coastal Blvd and they are gradually getting worse. Mr. Hart would like to have the corner curbs repainted; the current paint has worn away which is causing parking issue on the downtown corners. Ms. Salazar will contact VDOT about the humps on Coastal and getting the curbs repainted and will also follow up with the running list of other concerns with VDOT. Ms. Custis mentioned several street signs are down in town and she would like to see them replaced. Ms. Salazar will ride around town and make a list of the missing signs and contact Accomack County Public Works to have these signs replaced.

### **Attorney's Report**

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Ms. Kellam stated for the month of June she prepared flower pot permission letters for Councilman Hart, Onley Baptist Church, and The Lighthouse Ministries for signatures. She attended the June 12, 2018 Special Meeting. Ms. Kellam contacted the banks along with Ms. Salazar on bank signature card issues. Ms. Kellam researched video recording of the town meeting. She reviewed the MOU's with SPOTS, and further documentation is needed. Ms. Salazar will continue to search for the contract/documentation (in the garage) that is needed. Ms. Kellam reviewed the new ordinance 001-18 Motor Vehicle Code of Virginia.

### **Planning Commission Report**

Ms. Bliss reports the Planning Commission met on June 27, 2018. Ms. Bliss states that Joel Parks will no longer be the Planning Commission secretary and Ms. Bliss has volunteered to take over that role. Ms. Bliss reports the Planning Commission has begun discussions of unsafe structures within the town limits and processes of implementing fines.

### **Old Business**

#### **Property at 25571 East Main Street / New Town Office**

Ms. Salazar opened by stating the back door was changed from a glass door to a six-panel metal door for security reasons. Ms. Salazar received an email from Grant Cooley from Bundick Well and Pump stating the VA Dept. of Health permit packet and the site plan was approved. She notes the proposed well location is approved and the control panel location is flexible. GMB is coordinating with Allen & Shariff (sublease) to prepare the NEP drawings, and Morgan reports they are about 90% complete with this process. Ms. Salazar states there is some concern still, GMB feels the well and septic needs to be the type that vehicles can drive over and Bundick's states because of the location we don't need that type of well system and it will be an unnecessary expense. Mr. Hart asked if the well is a mound system. Ms. Salazar responded that the well is a mound system. Ms. Rillo recommended planting plants and shrubs around well mound to prevent any damage. Ms. Salazar reports the new well will be 220 feet deep, screened for 210-210 plus, grouted at 20 feet. Mr. Hart asked Ms. Salazar if the bid packets have been sent out. Ms. Salazar responded that no-bid packets had been sent out at this time. GMB will need to advertise the bids in the newspapers (Salisbury Times and our local papers), there is also a list of local contractors who want to be included on the bid process. Mr. Hart asked would the bids require a motion before Council to proceed. Ms. Salazar responded that it would need a vote by Council to continue, and she will check with GMB on an approximate date they will be advertising and include that information in her weekly Managers Report.

#### **RFP for 2017-2018 Audit (Open Bids)**

Ms. Salazar stated she sent out five bid packets to five different CPA firms, only received one bid back from Robinson, Farmer, & Cox Associates. They are a Certified Public Accountants in the State of Virginia; they use the GASB 34 accounting system (requirement), and their fee for the proposed audit came in at \$7,500.00. Ms. Salazar noted \$8,000.00 was budgeted to have the audit completed. The bid was received promptly.

**Motion: To accept the RFP 2017-2018 audit from Robinson, Farmer and Cox for \$7,500.00 by Susan Rillo and seconded by Ted Bliss.**

**Roll Call Vote: Hart–yes; Rillo-yes, Dize-yes; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED**

**Sale of Ferris Lawn Mower / Stand-up Sulky & Weed eaters**

Mr. Finney opened by stating there wasn't much response from the ads that ran for the sale of the grasscutters and weed eaters. Ms. Salazar noted that the Stand-up Sulky with the weed eaters was advertised incorrectly for \$1,000.00 instead of \$950.00. She stated someone is interested in the Stand-Up Sulky alone without the weed eaters, and his offer was \$300.00. Mr. Bliss responded that \$300.00 is better than no bids and Mr. Finney agreed. Ms. Salazar stated there were no bids on the Ferris Lawnmower and the highest sealed bid previously was \$1,000.00. Ms. Rillo replied to sell the Stand-Up Sulky for \$300.00 and check to see if the previous bid of \$1,000.00 is still interested.

**Motion: To accept the \$300.00 bid for the Stand-Up Sulky by Susan Rillo and seconded by Matt Hart.**

**Roll Call Vote: Hart–yes; Rillo-yes, Dize-yes; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED**

**Motion: To accept the previous bid of \$1,000.00 for the Ferris Lawnmower by Susan Rillo and seconded by Matt Hart.**

**Motion Rescinded**

**Much discussion over the Ferris Lawnmower and everyone in agreement that the mower should re-advertised and set at a minimum bid \$1,000.00 for Ferris Mower and weed eaters.**

**Motion: Put the Ferris Lawnmower back out for bid and a minimum bid of \$1,000.00 including the two weed eaters by Susan Rillo and seconded by Matt Hart.**

**Roll Call Vote: Hart–yes; Rillo-yes, Dize-yes; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED**

**Transparency: Video recording meetings for the public to view**

Ms. Kellam opened by stating anyone legally could video the Town's meetings but at this time no Eastern Shore town's video their meeting's. Ms. Kellam reports any meetings that have videotaped, have been taped by a private citizen, and the video uploaded privately. Ms. Kellam said that Chincoteague in the past has live streamed their meetings, but with equipment troubles, they no longer stream their meetings. Ms. Kellam states the best way to air your meetings is by live streaming, the information is live, and there is no retainable information, there is no backup copy. Ms. Kellam recommends if the town decides to pursue videotaping or live streaming the town will need to hire an expert technician to provide hi-tech support and help with the purchase of high tech equipment. Ms. Salazar researched the towns of Cape Charles, Exmore, Onancock and Chincoteague and none of these town record. Mr. Hart was under the impression that Exmore records their meetings, and he apologizes for the misleading information and states he should have done further research. Mr. Hart would like to see the town implement video recording to help with the process/flow of the meetings and also allow the town residents the ability to view the meeting if they are unable to attend the meeting in person. Mr. Hart states this should be a discussion with the new building plans along with a speaker system. Mr. Bliss agrees with this process but states the additional set-up and take down time is too much for the current meeting location. He says it should be researched out with the construction of the new town building and implemented at that time. Ms. Bliss states as you look toward the implementation live streaming and recording and if Council decides to record the meetings, she recommends the recording

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should be kept in a secure location and only released upon an FIOA request. Ms. Bliss states she likes the idea of live streaming verses recording. Ms. Kellam says there is much more cost involved with recording the meetings. Mr. Spivey noted the town is equipped with a five-lead system with cloud back-up, and fiber line to the town office which provides high-speed internet service. Ms. Rillo states if implemented she would like to have the live streaming verses recording as she thinks it will be less of an issue. Ms. Rillo says that live streaming is real time and she feels those town residents should come to the meeting instead of watching from the computer and give their input to Council. Mr. Finney requested to table further discussion until closer to building construction.

### **New Business**

#### **Ordinance 001-18 for the Motor Vehicle Code of Virginia**

Ms. Kellam stated this will be an ordinance that will be adopted every year to allow the Police Officers to issue summonses. The town adopts what the Commonwealth of Virginia has already put in place.

**Motion: To adopt Ordinance 001-18 by Susan Rillo and seconded by Ted Bliss.**

**Roll Call Vote: Hart–yes; Rillo–yes, Dize–yes; Bliss–yes; Zember–yes; Finney–yes. MOTION PASSED**

#### **Set August 2018 Meeting Date**

Ms. Salazar stated the town typically meets the first Monday of the month. She presented Onley Baptist Church a list of dates for the upcoming meeting dates and August 6, 2018, was not available but all other dates throughout were available. Council decided on August 13, 2018, at 6:30 pm.

#### **Adoption of 2018-2019 Meeting Schedule**

**Motion: To accept the 2018-2019 Meeting Schedule by Dawn Dize and seconded by Ted Bliss.**

**Roll Call Vote: Hart–yes; Rillo–yes, Dize–yes; Bliss–yes; Zember–yes; Finney–yes. MOTION PASSED**

#### **Town Website**

Ms. Salazar stated that the town's web designer resigned, at this time the Web-Site is inaccessible. The current items are still on the site, but nothing new can be updated.

**Motion: To advertise for new town Web Designer for the Town Web-Site by Susan Rillo and seconded by Ted Bliss.**

**Mr. Hart requested to have the pictures updated on the web-site once up and running.**

**Roll Call Vote: Hart–yes; Rillo–yes, Dize–yes; Bliss–yes; Zember–yes; Finney–yes. MOTION PASSED**

#### **Rainy Day Fund**

Ms. Dize opened by asking what the current amount is in the Rainy-Day Fund Account. Ms. Salazar responded presently there is \$250,000.00 in the account and there is a resolution where there was an additional \$50,000.00 transferred in August 2017. Mr. Finney inquired what the goal amount was for that account. Ms. Salazar responded \$400,000.00. Mr. Bliss commented that maybe the amount should

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be held at \$250,000.00 until the town receives some firm bids on the new town office. He states if more money is transferred then that money is committed to that fund, regardless of where the needs may be. Ms. Dize commented that \$250,000.00 was a stable amount to have in that account. Ms. Rillo agrees that \$250,000.00 is a good amount and states the town has the 2019-2020 budget year to achieve a higher goal.

### **ATL Grant**

Ms. Salazar stated the Aide to Locality Grant was received in June 2018 for \$10,000.00. Ms. Salazar said last year it was divided up by thirds between Onancock, Tasley and Melfa Fire-Rescue Department. Ms. Dize states that she feels the same disbursement from the previous year should be done this year. Mr. Finney responded that the town hasn't been receiving as much coverage from Melfa Fire-Rescue. He says Onancock and Tasley are answering the majority of calls in town limits. Ms. Salazar noted that she had issues contacting and receiving calls back from Melfa, stating she needs to know how the grant money was used. Ms. Salazar says she has made several attempts to contact with no success. Mr. Bliss made the recommendation to disburse the funds as such: \$4,500.00 to Onancock, \$4,500.00 to Tasley, and \$1,000.00 to Melfa. Mr. Finney agrees with Mr. Bliss recommendation. Mr. Hart responded that Tasley is in the processing of building a new building, and he is unaware of Onancock financial status but assumes they are pretty well off. Mr. Hart would like to give all grant funds to Tasley Fire Department to help financially with the construction of the new building or give the majority of the funds to Tasley and \$500.00 to Onancock and \$500.00 to Melfa. Mr. Bliss responded he has a reservation not giving to Onancock and Melfa Departments. Ms. Rillo replied that she feels the funds need to be split equally between the Onancock and Tasley Fire-Rescue Departments because they do both regularly respond to every call-in town. Mr. Finney and Ms. Rillo both agree with Mr. Bliss's recommended disbursement. Mr. Ferguson explained to Council the fire district boundaries.

**Motion: Disburse the ATF Grant as follows: Onancock VFR to receive \$4,500.00, Tasley VFD to receive \$4,500.00 and Melfa VFR to receive \$1,000.00 by Susan Rillo and seconded by Woody Zember.**

**Roll Call Vote: Hart-yes; Rillo-yes, Dize-yes; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED**

### **Re-Appointment of Planning Commission Chair Rose Pierson**

**Motion: Re-Appoint Rose Pierson, Chairperson of the Planning Commission by Susan Rillo and seconded by Matt Hart.**

**Roll Call Vote: Hart-yes; Rillo-yes, Dize-yes; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED**

**Motion Rescinded: Re-Appoint Rose Pierson, Chairperson of the Planning Commission by Susan Rillo and seconded by Matt Hart.**

**Roll Call Vote: Hart-yes; Rillo-yes, Dize-yes; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED**

**Motion: Re-Appoint Rose Pierson to the Onley Town Planning Commission by Susan Rillo and seconded by Matt Hart.**



**Roll Call Vote: Hart–yes; Rillo–yes, Dize–yes; Bliss–yes; Zember–yes; Finney–yes. MOTION PASSED**

**Re-Appointment of Town Manager, Clerk, Chief of Police & Sergeant**

**Motion: Re-Appoint Town Manager, Clerk, Chief of Police & Sergeant by Ted Bliss and seconded by Dawn Dize.**

**Roll Call Vote: Hart–yes; Rillo–yes, Dize–yes; Bliss–yes; Zember–yes; Finney–yes. MOTION PASSED**

**Ms. Salazar states the Treasurer Position is incorporated with the Town Manager Duties.**

**Ms. Salazar clarified the people that are currently in those positions, are the ones that are being re-appointed.**

### **Mobile Food Truck**

Mr. Hart asked for this item added to the agenda. Mr. Hart is looking at the downtown area and looking at different ideas how to bring new business in town. Mr. Hart said he had one idea of mobile food trucks. Mr. Harts states that the town spent \$8,000.00 to have water and electric run at the old railroad loading docks. He says he would like to see that money spent on those amenities used, as the farmer's market never took off. Mr. Hart states he knows that the town doesn't own that property along the tracks. Mr. Hart hopes to gain support from the Council to bring some mobile food trucks to that area which will bring in revenue from food tax, and also bring people into the downtown area, and visitors to SPOTS in hopes for donations. Mr. Hart states he is hoping that SPOTS will allow this idea and hoping for Council support. Mr. Hart noted that with food trucks being there that other vendors will follow (produce, crafts, etc.). Mr. Hart states he would like to nudge this idea along a little, money going to waste as the water or electric put in has never been used. Mr. Hart says he would like to set aside some money and see some picnic tables/benches placed under the tree near the loading dock at the tracks which will give people an area to eat once they have purchased food from the food trucks. Mr. Hart would like for Council to consider this idea for town growth. Ms. Kellam states the property is owned by the railroad or if there is a lease to SPOTS that they could somehow sub-lease. Ms. Rillo asked Ms. Custis how it worked way back when. Ms. Custis responded that there is a contract/MOU in place. Ms. Rillo stated there is a contract and the town granted it to SPOTS, and an MOU is in place. Ms. Rillo replied that SPOTS runs the property under the MOU of the town, but SPOTS is responsible for paying the electric bill. Ms. Custis noted that the MOU will allow people could set-up to sell items along the property. Mr. Finney stated that he doesn't think that SPOTS could sub-lease. Mr. Bliss asked Ms. Kellam if the original MOU could be changed with SPOTS. Ms. Kellam responded that the MOU could be changed with permission from the landowner. Ms. Salazar is currently trying to locate the contract between the Town of Onley and the Railroad. Ms. Salazar stated she contacted four towns, (per Mr. Hart request) (Exmore, Onancock, Chincoteague, and Cape Charles). Onancock doesn't allow food trucks, and the other three towns have different requirements.

### **VDOT**

Ms. Salazar stated she has put a letter from VDOT about the "Road Diet", road changes going into the town of Onancock, outside of town limits (starts behind the plaza and runs to Hill St.). The proposal is

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decreasing the lanes from four to three lanes. They are asking for Ms. Salazar to sign off in support of the change, along with Mike Mason (has some reservations) and Bill Kerbin (plans to sign in support). Chief Spivey has concerns going from four lanes to three lanes. He states this is not within our area but an area we would respond to if there was an incident. Ms. Custis responded years ago that road was a three-lane road and it was a hazard, and she doesn't understand the logic. Mr. Finney stated to hold off on signing the letter at this time until there is further information from the County.

### Public Comments

Laurice Hohlt stated she was troubled at how a conversation with a Police Officer was handled in the town office and said the officer was very rude. Ms. Hohlt expressed further concerns about the tree situation. She continues to have concerns that the limb had fallen on Friday afternoon and was still in the roadway Monday morning until she contacted the town office. She states the tree in the road could have caused injury to someone as it was never marked off with cones or anything. Ms. Hohlt said she feels as though her street doesn't count.

John Dennis noted there is a tree beside the a/c unit by the town office that needs to be cut down.

Billye D. Custis opened by stating that \$250,000.00 in the Rainy-Day Fund would not pay our Police Officers for six months if we had a catastrophic event (i.e., a storm like New Orleans, New Jersey) and the town would need the Police Department more than ever. She notes there is over \$2,368,113.67 in the bank and if we can't afford to \$50,000.00 more in that Rainy-Day Fund that is a very scary thing to me if the town is going to spend over \$2,000,000.00 on a new building. Ms. Custis recommends sending the food truck idea to the Planning Commission and some rules and regulation put in place. She states that SPOTS Board Meeting is next week and the food truck plan is on the agenda for discussion. Ms. Custis doesn't feel a bonus is necessary with the pay raises that were implemented as of July 1, 2018, for the town employees. Mr. Finney responded that it wasn't a raise the pay increase was to bring the Police Department up to standards. Ms. Custis stated that the employees have been working for what they were currently making, so therefore it is a big adjustment to their salary. Ms. Dize responded that the raise was based on last year and in 2014 they wanted a bonus instead of a raise, but every year the employees have received some compensation be a raise or bonus. Ms. Dize states that a bonus is over, above and beyond what you usually do it is not your regular everyday duties. She responded that the employees did receive a substantial raise and to give a bonus on top of that, she noted she looks out for the town employees, but you also have to consider the town money too, and if we keep on this path we are going to price ourselves out of business. Ms. Dize says you give a bonus for saving a life (like George Bennett did pulling a man from a burning house) not attending additional schooling that the town pays for it just to look good on the resume. Ms. Rillo responded there was discussion the yearly bonus be eliminated since the Police Department was brought up to standard and the only bonuses would be at Christmas. Ms. Custis read aloud page 13 of the personnel policy on giving bonuses. Mr. Bliss states a bonus is not long term, by increasing an employee's salary raises retirement benefits and the day to day net worth of the employee, by offering pay increases is taking care of the employees. Mr. Bliss stated with the new salary increase he is ok with not doing bonuses, but he is in favor of wages high enough to make this town competitive with other's so the town can retain great employees. Ms. Dize says the Council is responsible with the town's money. Ms. Custis responded that you have to think long term without the employees. Chief Spivey responded they are very grateful for the re-evaluation of the salaries and the increase to bring the Police Department up to a competitive standard. Chief Spivey stated the bonuses in the past were used as a supplement to the Officers without jeopardizing the

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financial situation of the town. Chief Spivey again thanked Council for the salary increase but states by taking away the bonus this year will penalize the Officers as they will make less than they have over the last two-three years. He noted the bonuses weren't given as such that they had done a great job, but was extra money to maintain their interest without jeopardizing the budgetary standing of the town. Ms. Salazar responded that the town has other employees other than the Police Department.

Deborah Bliss responded that bonuses are a huge mistake as they do nothing to enhance your retirement with the Commonwealth of Virginia. She says the town lacks and she has asked for before is a schedule of progressive salary increases over a number of years for each employee, and she noted the town doesn't have that in place. Ms. Salazar stated that salary schedule is in place for the Police Department and went into effect as of July 1, 2018, for the coming year. Ms. Rillo responded the bonuses in question was for the previous year's performance. Ms. Custis clarified her previous statement by stating when they had gotten a bonus in July it was there because they had a good performance and acting for the coming year instead of giving them a five percent raise in July 1st the employees received a bonus. She states this year on July 1st call it a raise or call it a pay adjustment, they are getting more money, and more than five percent and most companies don't offer a five percent raises every year. Ms. Bliss responded it is considered a longevity increase. Ms. Dize stated that the pay increase was over a twenty percent increase. Chief Spivey responded that during his employment with the town he hadn't received a single raise, all of his increases in pay was due to promotions, not raises. Ms. Bliss continues with her public comment by stating not making contributions each year to the Rainy-Day Fund is a mistake. She says the Rainy-Day Fund which only has a value of \$250,000.00 will be neglected to free up money for the new building at a value of \$500,000.00. Ms. Bliss asked Council to reconsider putting funds into the Rainy-Day Fund and saving regularly is the bases of good personal finance. Ms. Bliss stated that on West Main Street for the Fourth of July holiday there was only one American Flag flying, lots on East Main (by Mr. Finney's house) and Coastal but West Main Street was lacking. Ms. Salazar stated she would make sure on the next holiday the flags are more equaled out.

### **Council Comments**

Mr. Hart stated this was a very productive meeting tonight. He said he is sad that the train will be no longer in operation, and he hopes that the Council will be mindful of utilizing that space through SPOTS and to hopefully use the tracks for other use (trails/biking). Mr. Hart again will speak against the new town building. He states he wishes he could support, but he feels the when the bids come in they will be much higher than anyone anticipates. He says that he has spoken to some residents and they have voiced his same feelings, against the new building. Mr. Hart says he hopes that Council could come up with another solution such as the purchase of the OVFD. Mr. Hart thanked Ms. Hohlt for attending the meeting and apologized for the incident with the tree branch and the event with the Police Officer in the town office, and he hopes that Chief Spivey will address that issue. Mr. Hart offered apologies to taxpayers of the town, for having the pole installed and supporting ES Communications not knowing another internet provider was coming – Nu-Beam. Mr. Hart stated that he intends on running a very clean campaign against Mr. Ferguson and he couldn't think of a better candidate to run against and he appreciates all of the services he has done for the community for the Fire Department. Mr. Hart states he received a complaint from a resident against his campaign slogan "Make Onley Great Again." It was brought to his attention that "Great" has offended some residents. Mr. Hart wants to go on record stating that "Great" has no meaning towards racism or race. Mr. Hart's meaning of "Great" is to make

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Onley great as it once was, a thriving downtown. Mr. Hart supports how the ATL granted was divided. He feels Onancock and Tasley offer more emergency coverage to the town. Mr. Hart closes by stating it was an excellent meeting and thanked everyone for coming out.

Ms. Rillo thanked everyone in attendance and was glad to see everyone. She stated she would like to see the Rainy-Day Fund brought back up in a future meeting for more discussion and another vote. She thanked all town employees and fellow Council Members and Town Attorney for a job well done.

Mr. Zember thanked all of the public for coming out. He stated it was a very productive meeting and a lot got accomplished. Mr. Zember agrees with the public that the Rainy-Day Fund be increased even if the funds have to come from the new building fund. Mr. Zember states that an increase to the Rainy-Day Fund is a priority over additional features to the new building. Mr. Zember praised Ms. Salazar for her decision making on the mosquito spraying and hopes in the future Council will be able to turn more of these types of decisions. Mr. Zember stated that when the decision was made to go with ES Communication, it looked like Nu-Beam wasn't coming, but now in the area, there is some more competition. Mr. Zember thanked everyone for coming out, thanked fellow Council Member and thanked all town employees.

Ms. Dize thanked the residents for being so faithful. Ms. Dize stated the town employees do an excellent job, just because she doesn't always agree doesn't mean she doesn't have respect. She stated she has a great deal of respect for everyone that works for the town, and she said she tries hard to do the right thing for the town as well as the employees. Ms. Dize stated she would not be running for Council again, but there is a lot of stiff competition running. She reports it has been a pleasure to serve the town, ten terms and twenty years and no one can't say she hasn't had the town best interest for the Town of Onley. Ms. Dize has some concerns that the new Simpson's employee isn't attending to the trash in the town as he should, as some of the same waste has been in the same areas for weeks. Ms. Dize noted drainage issues around town and a limb on West Main and the new employee has been on the job long enough now to know the area and what needs to be cleaned up. Ms. Dize agrees with Ms. Bliss that the American Flags were put up randomly, as one side of town had a more up than the rest of the town (East Main St). Ms. Dize thanked all of the town employees. Ms. Dize apologized to Ms. Hohlt for the rude actions from the Police Officer and thanked her for bring to their attention so they can make things right.

Mr. Bliss thanked all fellow Council Member for showing up and voicing their opinions. Mr. Bliss thanked all town employees and stated they all do a good job. Mr. Bliss agrees with Mr. Hart in the opportunity to create some new businesses downtown, not just the food trucks but other vendors as well. Mr. Bliss has some concerns with the lack of attention the Simpson's employee is doing, and Simpson should be made aware. Mr. Bliss thanked everyone for coming out to the meeting.

Mr. Finney appreciated the residents that come to the meeting; it really shows their interest for the town. Mr. Finney personally thanked Ms. Custis for her dedication to the town. Mr. Finney thanked all town employees for all of their hard work, he greatly appreciates each employee. Mr. Finney thanked his fellow Council Members.

**Closed Session – 8:35 pm**

**Motion: To go into Closed Session 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 the Employee Performance Evaluation, and Year-end Bonuses by Ted Bliss and seconded by Dawn Dize.**

**Roll Call Vote: Hart-yes; Rillo-yes; Dize-yes; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED**

**Open Session & Certification of Closed Session – 9:25 pm**

**Motion: To return to Open Session by Ted Bliss and seconded by Matt Hart.**

**Roll Call Vote: Hart-yes; Rillo-yes; Dize-yes; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED**

**Motion: To give the Town Manager and the Police Department excluding Luke Arnold a 2.5% Year End Bonus and \$150.00 bonus to Melissa Taylor and Luke Arnold based on old salaries by Matt Hart and seconded by Susan Rillo.**

**Roll Call Vote: Hart-yes; Rillo-yes; Dize-yes; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED**

**Adjourn**

**Motion: To adjourn at 9:26 pm by Matt Hart and seconded by Ted Bliss.**

**Roll Call Vote: Hart-yes; Rillo-yes, Dize-yes; Bliss-yes; Zember-yes; Finney-yes. MOTION PASSED**

Respectfully submitted,

Melissa Taylor  
Clerk

Henry E. Finney  
Vice Mayor