

**Onley Town Council
Special Meeting/Budget Workshop
Minutes of April 23, 2025
Onley Town Office, 25308 Lankford Highway, Onley, VA**

Council Members Present: Ned Finney, Mayor
 Bill Ferguson, Vice-Mayor
 Daniel Bloxom
 Jason Campbell
 Brian Corbin
 Rodney Lang
 Woody Zember

Staff Present: E. J. Long, Chief of Police, OPD
 Susan Rillo, Town Manager
 Jamye Salazar, Clerk/Treasurer

Call to Order

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

Invocation & Pledge of Allegiance

Councilman Zember gave the invocation. Council Member Bloxom led the Pledge of Allegiance.

Adoption of Agenda

Motion: To adopt the agenda by Daniel Bloxom and seconded by Jason Campbell. Roll Call Vote:
Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- yes; Lang– yes; Zember - yes. MOTION PASSED

Public Works Garage Electrical Project Bid

Ms. Rillo told Council that there is an issue with the bid that they accepted at last month's meeting from Park's Electrical. She explained that Mr. Parks has sold his business effective immediately to S&S Mechanical, owned by J.E. Smith. She said that when she requested insurance and a business license, Mr. Smith provided her with that information from S&S Mechanical. After speaking with Mr. Bundick, Ms. Rillo said that we just need to get a new contract (*sic*) with S&S Mechanical for the same amount. She also said that Mr. Bundick recommends that S&S Mechanical get a bond. She said that we normally do not require a bond for a small job like this. She asked Council to decide how they wish to proceed on both matters. She said that Mr. Smith was supposed to be here tonight but is not here yet. She added that Mr. Smith said that should we require a bond, the cost will be in addition to the bid price that was quoted. Mayor Finney said he thinks we need to re-bid the whole project. He does not want to proceed if the contract (*sic*) is not right. At this time, Ms. Salazar asked to clarify something, noting that both Ms. Rillo and Mayor Finney are using the term "contract". She stated that she doesn't believe we have a signed contract, they are referring to the bid – not a contract. Mr. Lang agreed that it needs to be re-bid, and he added that we need to include the need for bonding. Ms. Rillo said most places do not require a bond for such a small job/amount. Mr. Corbin stated that this is public funds and the town's procurement requires it. Council agreed and asked that bonding remain a requirement. John Dennis said if the building is going to have a bathroom, that should be done before the electrical work. Mayor Finney agreed and said if we are going to do it, it should be done now. Mr. Zember said a heat strip needs to be added also. Ms. Rillo said she spoke with Mr. Smith about that today and he said that running those wires is minimal. Council asked her to include the bathroom wiring and bonding in the new proposal.

Motion: To rescind the motion (*made at the April 7, 2025, meeting*) to accept the bid from Parks Electrical in the amount of \$20,815.94 for the public works garage electrical by Brian Corbin and

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seconded by Woody Zember. Roll Call Vote: Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- yes; Lang– yes; Zember - yes. MOTION PASSED

Motion: To re-bid the Public Works Garage Electrical Project by Bill Ferguson and seconded by Rodney Lang. Roll Call Vote: Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- yes; Lang– yes; Zember - yes. MOTION PASSED

Ms. Rillo said she just received the new bid proposal via email (*on her phone*) from Mr. Smith. Mayor Finney said that it doesn't matter since Council has already made their decision.

2025-2026 Proposed (Draft) Budget

Ms. Salazar presented Council with a draft copy of the 2025-2026 budget with the figures that were discussed at the last budget workshop. She noted that only the line items highlighted need to be discussed tonight. Ms. Rillo asked council to consider the addition of funds to cover a part-time Public Works employee. Ms. Salazar gave Council the cost associated with a two-day and three-day per week employee. Council agreed to add \$15,000.00 to Public Works salaries and \$1,150.00 to FICA for that purpose. A copy of the budget and the final figures will be attached to the minutes and be available upon request.

At this time, J.E. Smith arrived.

There was a discussion about the need for the parking lot renovation at the police station/public works garage and the costs. Ms. Rillo is still waiting for estimates from several companies. Council decided that the money for the parking lot should come from the Public Works garage budget.

Ms. Rillo advised Mr. Smith that the Council has decided to re-bid the electrical project, but they would like him to bid on it if possible. Mr. Smith thanked Council and said if they have any questions, they should reach out to him. He did question the need for a bond and Council explained why we need it.

Ms. Salazar stated that we have a budget shortfall of \$23,309.00.

Motion: To use \$23,309.00 from our reserve to balance the budget by Brian Corbin and seconded by Daniel Bloxom. Roll Call Vote: Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- yes; Lang– yes; Zember - yes. MOTION PASSED

Motion: To send the Proposed 2025-2026 budget to public hearing at the June 2025 meeting by Bill Ferguson and seconded by Daniel Bloxom. Roll Call Vote: Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- yes; Lang– yes; Zember - yes. MOTION PASSED

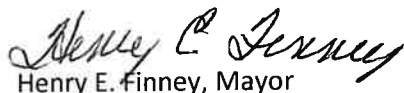
Adjourn

Motion: To adjourn (6:45pm) by Jason Campbell and seconded by Bill Ferguson. Roll Call Vote: Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- yes; Lang– yes; Zember - yes. MOTION PASSED

Respectfully submitted,



Jamye L. Salazar, Clerk/Treasurer



Henry E. Finney, Mayor