

**Onley Town Council  
Regular Monthly Meeting  
Minutes of May 5, 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  
Woody Zember

Council Members Absent: Rodney Lang

Staff Present: Carl Bundick, Town Attorney  
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**

The invocation was given by Councilman Bloxom. Councilman Campbell 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– absent; Zember - yes. MOTION PASSED

**Commission/Committee Reports**

**Public Works Garage Committee** – Ms. Rillo reported that she ran the PW Garage Electrical Ad again in Friday's newspaper. She has given a bid packet to Chapman Electric and J.E. Smith, but she has not received any bids at this time. There is a pre-bid meeting on Monday, May 12<sup>th</sup> at 1:00. She asked Councilman Corbin to attend. She presented Council with two quotes for fixing the parking lot at the police station and public works garage. They are as follows: **A.W. Custis - \$19,495.00** for 140 tons of crusher run and 105 tons of 57 stone; **C. Lee Hauling - \$7,800.00** for 100 tons of crusher run. She also called Hill Sand & Gravel but did not get a response. A copy of bids will be attached to the minutes and available upon request. Mayor Finney wants to talk with Tammy Hill at Chaney because he thinks we can get a better price on the stone. At this time, Mayor Finney left the room to call Ms. Hill. Ms. Rillo questioned who will do the labor/rolling etc. if we purchase our own stone. Several Council members agreed that they may not want to do the job if we purchase our own stone. Mr. Bloxom asked about the time frame for A.W. Custis. Ms. Rillo said the quote is good for sixty days. Mayor Finney returned and said he was unable to reach Ms. Hill. Billye D. Custis asked if we should be doing the parking lot before we do the town office construction because we will just have to tear it up again. Ms. Rillo said we must do at least half of where the building is going to go because the rain churns it up into mud. Mr. Corbin asked why the two bids are so different. He doesn't feel that either contractor would cut corners. Ms. Rillo said if we just want to take care of the mud issue, we should choose the C. Lee Hauling bid. John Dennis said that the 57 stone will need to be placed very thin and added that it's going to roll with every

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turn. He recommended using just crusher run or recycled concrete. Mayor Finney said there is no recycled concrete available. Mr. Dennis said he knows where we can get some.

**Motion: To accept A.W. Custis' bid in the amount of \$19,495.00 by Daniel Bloxom and seconded by Jason Campbell. Roll Call Vote:** Bloxom -yes; Campbell – yes; Corbin- no; Ferguson- yes; Lang– absent; Zember - yes. MOTION PASSED

**Town Office Construction Committee** – Ms. Rillo reported that they have not met. Mr. Bloxom asked Ms. Rillo if she has spoken with anyone about the Farmer's Exchange building. She said they are asking more than we would consider giving for the building. Mayor Finney said we do not want that building – it has too many problems. Several Council Members agreed.

**Old Business**

Mr. Corbin asked Council to consider adopting the Draft Procurement Policy that was presented to them at last month's meeting. He reminded everyone that they were supposed to read over it and make any comments or ask questions now so they can be addressed. There were no comments/questions.

**Motion: To adopt the Draft Procurement Policy Ordinance #002-24 by Brian Corbin and seconded by Daniel Bloxom. Roll Call Vote:** Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- yes; Lang– absent; Zember - yes. MOTION PASSED

Ms. Salazar told Council that the draft budget that was adopted at the last Budget Workshop meeting was still short \$15,000.00 due to an error with the Excel spreadsheet formula. She apologized to Council for not catching the error at the meeting. She suggested that next year, Council take a short recess to allow her or whomever is responsible to properly review the figures before any motions are made.

**Motion: To rescind the motion to use \$23,309.00 from 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– absent; Zember - yes. MOTION PASSED

**Motion: To rescind the motion to send the 2025-2026 Draft Budget to Public Hearing by Bill Ferguson and seconded by Daniel Bloxom. Roll Call Vote:** Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- yes; Lang– absent; Zember - yes. MOTION PASSED

At this time, she presented Council with two options: Review the budget again and make changes to compensate for the \$15,000.00 shortage or add that amount to the reserve to balance amount.

**Motion: To use \$38,309.00 from reserve to balance the 2025-2026 budget by Brian Corbin and seconded by Woody Zember. Roll Call Vote:** Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- yes; Lang– absent; Zember - yes. MOTION PASSED

**Motion: To send the 2025-2026 draft budget to Public Hearing by Jason Campbell and seconded by Bill Ferguson. Roll Call Vote:** Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- yes; Lang– absent; Zember - yes. MOTION PASSED

**New Business**

Ms. Salazar stated that we have received the \$15,000.00 ATL grant. We now need to make a motion to divide it up between the Tasley Volunteer Fire Company and the Onancock Volunteer Fire Department. She added that this grant is for fire services which both provide for the town, and she has received the latest financial statements for both agencies.

**Motion: To divide the \$15,000.00 ATL grant equally between the Tasley Volunteer Fire Company and the Onancock Volunteer Fire Department by Jason Campbell and seconded by Daniel Bloxom. Roll Call Vote:** Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- abstain; Lang– absent; Zember - yes. MOTION PASSED

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Ms. Salazar presented Council with a litter grant expense proposal for the purchase of trash bags, trash cans and dog waste removal products. She asked them to approve the expenditure of \$1843.60 using the litter grant of \$1,838.00 and \$5.60 of town funds.

**Motion: To accept the litter grant expense proposal using \$1,838.00 of litter grant funds and \$5.60 of town funds by Jason Campbell and seconded by Bill Ferguson. Roll Call Vote:** Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- yes; Lang– absent; Zember - yes. MOTION PASSED

Ms. Salazar presented Council with a proposal for Text My Gov. She explained that this is a company that reached out to us to see if we are interested in purchasing a software program that would allow our residents to sign up for texting notifications about anything town related. After reviewing the information, Council did not feel that we have enough residents who would be interested to warrant the expense of the software.

Mr. Campbell asked Council to consider the purchase of concrete cornhole boards for McMath Park. Ms. Salazar presented to Council (at Mr. Campbell's request) some pictures of what he is proposing as well as some quotes she acquired for the cost of the boards. She noted that the prices quoted does not include the concrete pad underneath the boards – that would be at a separate cost. Mayor Finney likes the idea of having town logos added to the boards. Council asked Ms. Salazar to get quotes for the boards with the town logo. Ms. Rillo expressed her concern that there may not be enough green space to add the boards. She suggested adding them over by the pond and the tree. Council instructed her to do some measuring and figure out where we can place the boards.

Ms. Salazar told Council that if they want to re-appropriate the money set aside for building a new town office, they need to send it to public hearing and re-adopt it for the next fiscal year. She added that we will have to do that for the McMath Park budget and the Public Works Garage budget as well.

**Motion: To re-appropriate the New Town Office Building Budget (\$591,847.05) by Bill Ferguson and seconded by Jason Campbell. Roll Call Vote:** Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- yes; Lang– absent; Zember - yes. MOTION PASSED

**Motion: To send the New Town Office Building Budget re-appropriation (\$591,847.05) to public hearing by Bill Ferguson and seconded by Jason Campbell. Roll Call Vote:** Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- yes; Lang– absent; Zember - yes. MOTION PASSED

Ms. Salazar told Council that one motion to send to public hearing is probably acceptable.

**Motion: To re-appropriate the Public Works Garage Construction budget (\$75,000.00) and send it to public hearing by Bill Ferguson and seconded by Daniel Bloxom.**

Mr. Campbell asked if the amount being sent to public hearing will affect our ability to do the driveway in this fiscal year. Ms. Salazar explained that we will be able to spend money in the current year if the amount being re-appropriated is less and not more than we advertise.

**Roll Call Vote:** Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- yes; Lang– absent; Zember - yes. MOTION PASSED

**Motion: To re-appropriate the McMath Park budget (\$6,647.97) and send it to public hearing by Jason Campbell and seconded by Daniel Bloxom. Roll Call Vote:** Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- yes; Lang– absent; Zember - yes. MOTION PASSED

## **Department Reports**

### **Police Report**

Chief Long presented Council with the monthly report(s) for his department, noting there was an issue with the Pennsylvania Avenue speed sign so there is no report for that. He asked Council to approve the

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purchase of four PBT's and corresponding equipment in the amount of \$2,950.09. He added that there is money left in his budget for the purchase.

**Motion: To approve the \$2,950.09 expenditure to purchase four PBT's by Jason Campbell and seconded by Daniel Bloxom. Roll Call Vote:** Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- yes; Lang– absent; Zember - yes. MOTION PASSED

He reported that Officer Anthony Sayo will begin his employment with the town on May 13, 2025. Officer Anderson will be attending the Frontline Supervisor's training and General Instructor's training very soon. Lastly, Sgt. Coulter had an issue in court with the wording of the ordinance that allows us to write summons so Chief Long will be reviewing that with the judge in case it is something we need to change. Mayor Finney asked Chief Long to state exactly when he will be doing that. He responded, "this week". Mr. Bundick asked him to send a copy to his office for review, and he will discuss it with Spencer Morgan.

**Treasurer's Report**

Ms. Salazar presented her financial report to Council. A copy is available upon request. She added that she has been working on the following this month: (1) the final ARPA deadline submission, explaining that we have \$142.04 to return and she had to take a required 1.5 hour class explaining how to complete the submission, (2) completed a DCJS class on Asset Forfeitures and Seizures that she will need to further discuss with Chief Long because as of right now, since she represented the town in the class, she will need to be in the chain of custody for anything that is seized and she believes that should really be a police officer, (3) completed working on the 2025-2026 budget, (4) she continues to work on the issues with the SAM and CAGE codes, (5) bank franchise tax questions that have arisen (we have received our first check), (6) collecting delinquent BPOL's, meals and transient taxes. She said she will be on vacation from May 16<sup>th</sup> – 27<sup>th</sup>.

**Motion: To pay the April 2025 payables by Bill Ferguson and seconded by Daniel Bloxom. Roll Call Vote:** Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- yes; Lang– absent; Zember - yes. MOTION PASSED

**Town Manager's Report**

Ms. Rillo reported that she has sent grass letters this week. Percy Smith has drained the pond at the park and the bottom was completely covered by rocks. She thinks that if the pond does not work after this season, she will have Percy fill it in. Several Council Members agreed. Mr. Bloxom asked when VDOT will be cutting the grass along the highway. She said VDOT has their own schedule, and we do not control that. Mr. Corbin asked about mosquito spraying. Ms. Rillo said he has only sprayed once due to the wind.

**Attorney's Report**

Mr. Bundick reported that he has reviewed the electrical contract bid issue, water usage at the Ag building, and discussed Officer Sayo, who he believes is a good fit for our town.

**Consideration of Minutes**

Mr. Campbell asked to make a correction. He stated that the name of the company that provided free audio services at the park egg hunt is Panda Beats. Ms. Salazar also asked to add a statement (at the request of Councilman Lang) making it clear that he was not advocating for a change/increase in all zoning fees – only roofing/construction fees.

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**Motion: To adopt the minutes of April 7, 2025, Regular Monthly Meeting with the amendments by Jason Campbell and seconded by Bill Ferguson. Roll Call Vote:** Bloxom -yes; Campbell – yes; Corbin-yes; Ferguson- yes; Lang– absent; Zember - yes. MOTION PASSED

**Motion: To adopt the minutes of April 23, 2025, Special Meeting/Budget Workshop by Jason Campbell and seconded by Woody Zember. Roll Call Vote:** Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson-yes; Lang– absent; Zember - yes. MOTION PASSED

**Public Comments**

**Billye D. Custis** said that she has been in favor of filling in the pond for several years and she believes that the McMath Park Committee had a split vote about filling it in last year. She cautioned Council about waiting until June to hold the public hearing for the budget, noting that if there are any issues, they do not have time to address them and have a finalized adopted budget in place. She said that Council is giving her the impression that it cannot be changed. She added that if you read the Eastern Shore Post, most towns have already had their public hearings.

**Toni Nelson** said it is a pleasure to be here after spending more than three hours at an Onancock Town meeting.

**Council Comments**

**Mr. Campbell** thanked the town employees for their hard work. He is excited that we received a litter grant again this year and noted he has recently seen people using the dog waste station which is always a good thing.

**Mr. Ferguson** thanked everyone for coming to the meeting. He thanked the town employees and fellow Council Members. He would like to focus on getting a new town office constructed.

**Mr. Bloxom** agreed with Mr. Ferguson about the town office. He added that he is grateful to everyone for all they do.

**Mr. Corbin** said he thinks we have spent more than enough money on that pond, and he thinks it is time to bury it. He thanked Chief Long for filling the vacancy in the police department so quickly.

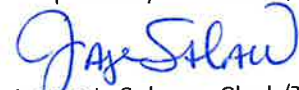
**Mr. Zember** thanked everyone for coming. He thanked the employees and his fellow Council Members. He is happy to see there were 135 business checks and over 800 daily residential checks for the month.

**Mayor Finney** thanked everyone and added that he thinks things must be going okay since our audience attendance is very small. He thanked those who were in attendance.

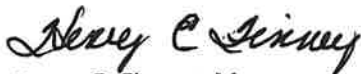
**Adjourn**

**Motion: To adjourn (6:56pm) by Daniel Bloxom and seconded by Jason Campbell. Roll Call Vote:** Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- yes; Lang– absent; Zember - yes. MOTION PASSED

Respectfully submitted,



Janaye L. Salazar, Clerk/Treasurer



Henry E. Finney, Mayor