

**Onley Town Council  
Regular Monthly Meeting  
Minutes of September 3, 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: 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 Campbell. Councilman Corbin led the Pledge of Allegiance.

**Adoption of Agenda**

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

**Commission/Committee Reports**

**Public Works Garage Committee** – Ms. Rillo reported that she has issued an RFP in search of a contractor to install the office and bathroom in the new building. She said that Council has a copy of it in their blue folder. The ad will run this Friday in the ES Post.

**Town Office Construction Committee** – Ms. Rillo reported that the committee met last week. They reviewed some of the old building plans, some old blueprints, and an old RFP for architectural services. She plans to modify the RFP so that we can use it again for this project. They are planning to pursue the construction of an 1800 – 2000 square foot building.

**Old Business**

As a follow up from last month's meeting, Chief Long presented Council with sample employment contracts from the Town of Onancock, the City of Pocomoke and the CBBT. He said he does not have any certified applicants at this time, but he may have someone interested that is not certified so we will need to send them to the police academy. Mayor Finney said there is a certified officer that is interested in a part-time position. Chief Long said he had heard that, but no one has reached out to him at this time. He added that he wants to remain cautious about hiring people coming from a town that is currently the subject of some bad publicity. Mr. Ferguson asked about the deadline for getting someone into the academy. Chief Long said probably mid-December. Mr. Ferguson then asked Chief Long if he felt comfortable waiting until mid-October to decide. Chief Long said that he is okay with that, but he does need to complete the hiring process, including a background check, so he will need some time. Mr.

**Onley Town Council  
Regular Monthly Meeting  
Minutes of September 3, 2025**

**Onley Town Office, 25308 Lankford Highway, Onley, VA**

Ferguson said he would like to set a deadline of October 15<sup>th</sup>. Mr. Zember asked if the academy “fills up”. Chief Long said no. Mr. Campbell said he thinks if someone is available, we need to hire them now - before someone else does. Mr. Corbin asked to revisit the idea of a sign-on bonus. Chief Long said he is not opposed to it as long as it is within reason. He thinks if someone is leaving another agency to come here, it is okay, but he does not want to give an uncertified recruit a sign-on bonus. He added that we are already investing a lot of money in that person by providing everything they need to further their career. Council agreed with Chief Long and discussed various scenarios involving how the sign-on bonus would work based on division of funds per length of employment. Council decided to change the newspaper advertisement to reflect the possibility of a sign-on bonus but made no specific decision about terms.

**Motion: To advertise for certified police officers with a sign-on bonus of \$5,000.00 and we continue to advertise for certified and non-certified people 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

Ms. Rillo said that we received one bid for the pond equipment that was advertised for sale last month. She opened the bid and stated it is from Adam Simpson in the amount of \$500.00. She added that it was received in a timely manner, and it does meet the criteria required by the town.

**Motion: To accept the bid from Adam Simpson in the amount of \$500.00 for the pond equipment by Jason Campbell and seconded by Woody Zember. Roll Call Vote:** Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson- yes; Lang– yes; Zember - yes. MOTION PASSED

As a follow-up from last month, Ms. Rillo said that Mr. Bundick was supposed to combine two older property maintenance ordinances to cover some issues (with the current Ordinance 003-22) that are tying our hands with grass cutting matters. Ms. Rillo said that we are trying to enact appropriate fines as well as circumvent the need to notify property owners every time they are in violation since it is often the same property owners every time. Mayor Finney suggested an automatic \$100.00 fine and an additional \$100.00 per hour for cutting it. Mr. Corbin suggested that he, Ms. Rillo and Ms. Salazar, review and consolidate all the ordinances, addressing some of these issues. Mr. Corbin asked what we can do while this ordinance is being reviewed. Ms. Rillo responded that we cannot do anything at this time but, fortunately, the grass season is almost over. She said she feels that this is a job for the Planning Commission – not Council or employees. Mr. Corbin and Mr. Campbell said they are not opposed to the Planning Commission reviewing the ordinances if it’s appropriate.

**New Business**

Ms. Rillo asked for Council’s permission to issue an RFP for the 2024-2025 audit.

**Motion: To issue an RFP for the 2024-2025 audit 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

**Motion: To continue with the tax relief gift cards (same as last year) by Brian Corbin and seconded by Woody Zember. There was no vote taken at this time.** Mayor Finney asked Ms. Salazar to speak on this matter. Ms. Salazar stated that we distributed 180 (\$75.00) Food Lion gift cards last year. We have 20 cards left. She suggested (should Council wish) that we purchase 180 more cards for a total of \$13,500.00. She said that we budgeted \$15,000.00 for this purpose. She noted that we do not issue gift cards to anyone that owes the town money. She asked Council’s opinion about giving the gift card to someone who pays off delinquencies. Council agreed that once the delinquency is paid and if all other criteria are met, the gift card should be issued.

**Onley Town Council  
Regular Monthly Meeting  
Minutes of September 3, 2025**

**Onley Town Office, 25308 Lankford Highway, Onley, VA**

**Motion: To purchase 180 (\$75.00) Food Lion gift cards in the amount of \$13,500.00 by Rodney Lang and seconded by Woody Zember. Roll Call Vote:** Bloxom -yes; Campbell – yes; Corbin- yes; Ferguson-yes; Lang– yes; Zember - yes. MOTION PASSED

**Department Reports**

**Police Report**

Chief Long presented his monthly written report and speed sign report to Council. He has instructed the officers to step up speed enforcement on East Main Street, Pennsylvania Avenue and throughout the rest of the town based on this month's numbers. Mr. Lang asked why the sign on Pennsylvania Avenue blinks when a driver hits 30mph. Chief Long said it is to catch the driver's eye and slow them down. Mr. Zember questioned the high number of business checks. Chief Long said they are required to do five checks per shift – he does not know why that number is so high. Chief Long said that National Night Out will be October 7<sup>th</sup> from 5:00 – 7:00pm. The installation and training for the E-Summons system will be the second week of November. Officer Anderson has recently completed Frontline Supervisor training. Officer Sayo will be attending Field Training Officers School in October. Mayor Finney said that he has some suggestions/comments and would like Council's thoughts on the following: (1) Changes to the police schedule need to be reported to Ms. Rillo, Ms. Salazar, or Mayor Finney as well as the reason for the change (2) Issues with the solar charger for the speed signs/batteries need to be addressed – the solar panels have never worked and that causes the signs to be out every few days (3) On-duty officers should be responding to ambulance/emergency calls (except general illness) if they are not busy with something else at the time the call comes in. Council agreed with Mayor Finney's suggestions and asked that Chief Long make sure they are implemented and followed.

**Treasurer's Report**

Ms. Salazar asked for Council to approve an invoice that was given to her yesterday by Chief Long. It is from Axon Enterprises in the amount of \$16,092.75 for the yearly lease/maintenance agreement of the in-car camera system. She stated that it is due October 1<sup>st</sup> and she cannot pay it without Council's approval. She added that we do have the money in the budget to cover this expense.

**Motion: To pay the Axon Enterprises invoice in the amount of \$16,092.75 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

She reported that she (along with Chief Long) worked on a FOIA request earlier in the month. Lastly, she presented her written financial report to Council. She reported that there is one hotel delinquent on transient occupancy tax and three restaurants delinquent on meals tax. Mr. Zember asked how hard we press businesses that are delinquent on these taxes. Ms. Salazar said that it is a never-ending process with the same handful of businesses. She added that she sends letters via the post office and hand delivery by the Onley Police Department. She also calls them via telephone. She classified most of the offenders as "slow pay" but said she is concerned about the transient tax from the hotel – they never seem to get caught up and they avoid her calls and letters. Council mentioned to Mr. Bundick a couple of months ago the possibility of legal action, and she would like Council to ask him to pursue that avenue once again. Mr. Zember asked Ms. Salazar if it's safe to say that we made \$30,000.00 this month. Ms. Salazar explained that figure is "on paper" and for the purpose of how we do things, it is correct, but she reminded everyone that when these financials were created for the meeting packet, the month was not over, therefore, there are still several August bills to be paid out of revenue.

**Onley Town Council  
Regular Monthly Meeting  
Minutes of September 3, 2025**

**Onley Town Office, 25308 Lankford Highway, Onley, VA**

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

**Town Manager/Zoning Administrator Report**

Ms. Rillo reported that she ran an ad for the installation and removal of holiday decorations. The bid packet is created and available for contractors. Mr. Lang suggested that we put repairs in the bid packet as well as installation. Ms. Rillo said repairs are something that Percy can handle. She asked Mr. Bundick to have the contract available for next month's meeting so that we may move quickly once the bid is accepted. She also asked for Council's approval to have a possible two-year extension in the contract if everyone can agree on terms. Council agreed. The cornhole boards have been delivered and are being stored in the new garage. She does not think they need to be installed in concrete as previously planned. Council disagreed and expressed concern about grass growing through the boards as well as settling of the boards. They instructed Ms. Rillo to find a contractor to install the boards on concrete pads. Ms. Rillo asked Council to advise her where the boards should be placed within the park. Mr. Campbell will help her with that. Mr. Corbin said Carl Gray should be able to install them in concrete. Chief Long reminded Council that Jim Patterson has also done concrete work for us in the past.

**Motion: To authorize Ms. Rillo to spend up to \$1,500.00 for concrete pads and the installation of the cornhole boards by Brian Corbin and seconded by Jason Campbell. Roll Call Vote:** Bloxom -yes;

Campbell – yes; Corbin- yes; Ferguson- yes; Lang– yes; Zember - yes. MOTION PASSED

Ms. Rillo said that last month we spoke about multi-families living in single-family homes. She asked Mr. Bundick to speak on that matter. Mr. Bundick said that it is a zoning violation, and the magistrate has told him that a series of letters needs to be sent to the individuals and then she (the magistrate) can write a charge for the violation.

Chief Long asked for Council's approval to sell Sgt. Coulter his duty weapon/firearm upon his retirement.

**Motion: To sell Sgt. Patrick Coulter his duty weapon/firearm for \$1.00 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

Mr. Bloxom asked if we are planning a Trunk or Treat this year. Ms. Rillo said it is scheduled for October 31<sup>st</sup> from 5:00 – 8:00pm. Mr. Bloxom suggested that we move the location to the parking lot in front of the new garage. He also suggested that we start advertising now since other towns have already started. Council agreed. Ms. Rillo will advertise it immediately, mentioning the new location.

**Attorney's Report**

Mr. Bundick reported a quiet month. He plans to work on a police contract, and the ordinance issues this month.

**Consideration of Minutes**

**Motion: To adopt the minutes of August 4, 2025, Regular Monthly Meeting 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

**Public Comments**

**Billye D. Custis** said that her church recently purchased hamburgers for an event and Food Lion was cheaper than Sysco. She suggested that we contact Chaney Enterprises to see if they are willing to help with the concrete/cornhole board project. She asked how many people are supposed to be on the

**Onley Town Council  
Regular Monthly Meeting  
Minutes of September 3, 2025**

**Onley Town Office, 25308 Lankford Highway, Onley, VA**

Planning Commission. Ms. Salazar asked permission to respond and said she believes that the minimum is five. She added that she would check the by-laws and get back to Ms. Custis if she is mistaken. Mr. Corbin said that means the Planning Commission cannot work on the property maintenance ordinance. Ms. Rillo disagreed. Mr. Campbell said that he is willing to work with Mr. Corbin, Ms. Rillo and Ms. Salazar to review the ordinance. Council agreed.

**Council Comments**

**Jason Campbell** said that he spoke with a representative from Davis Disposal and they are planning to start changing out our town's trash cans at the end of the year. He explained that they plan to have a different color for each town so our cans will have a whole new look. It will happen on trash day so no one will be without a can, and it will not cost the town anything.

**Bill Ferguson** thanked everyone for a job well done. He was very happy with the celebration for Sgt. Coulter.

**Daniel Bloxom** thanked everyone for coming out tonight. He added that it has been nice seeing everyone use the park.

**Brian Corbin** thanked Susan and Jamye for the work put into Sgt. Coulter's celebration. He is happy that the pond has been removed. He said that Billye D. Custis suggested it long ago and while he didn't agree with her then, he now thinks it was a good decision.

**Woody Zember** thanked everyone. He said everything is going well and this is the first month that he has had no phone calls or complaints from anyone.

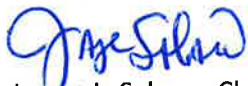
**Rodney Lang** thanked everyone. He is hopeful that we can get some officers quickly because losing Pat Coulter is a huge loss.

**Mayor Finney** said that he had a friend that received a ticket this past month from Officer Sayo. His friend told him that Officer Sayo was the nicest guy and if I had to get a ticket, I'm glad it was from him.

**Adjourn**

**Motion: To adjourn (7:09pm) by Bill Ferguson and seconded by Jason Campbell. 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