

**Onley Town Council
Regular Monthly Meeting
Minutes of March 2, 2026
Onley Town Office, 25308 Lankford Highway, Onley, VA**

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

Council Members Absent: Ned Finney, Mayor

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

Call to Order

Vice Mayor Ferguson 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 Brian Corbin. Roll Call Vote: Bloxom - yes; Campbell – yes; Corbin- yes; Lang– yes; Zember - yes. MOTION PASSED

Commission/Committee Reports

Town Office Construction Committee – Ms. Rillo reported that five architecture firms have requested information packets for the build. She plans to meet with one of the firms tomorrow at the construction site.

Employee Committee – Mr. Campbell reported that they met a few weeks ago and reviewed a lot of things. He presented Council with the following items:

1. Holiday Bonus Policy
2. Vacation Time Policy
3. COLA Policy

He asked that Council table the Holiday Bonus Policy for now. In reference to the Vacation Time Policy, the committee’s proposal is that employees will now be able to carry over 120 hours of leave instead of 40 hours. He also asked that Council consider giving the employees back the time that they lost from 2025. Mr. Lang asked if there is money in the budget to give this time back to the employees. Mr. Campbell said that he believes so since there is only one employee that will qualify for a cash buyout. He noted that amount is approximately \$2,000.00. He explained that the other two employees will just have their vacation hours restored to be used in 2026. Mr. Zember said he doesn’t mind doing this moving forward, but he asked why we would do this retroactively. Mr. Campbell explained that because we have been short-handed, our officers have been unable to use leave time, and he feels that is unfair.

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Motion: To adopt the Town of Onley Vacation Time Policy by Jason Campbell and seconded by Daniel Bloxom. Roll Call Vote: Bloxom -yes; Campbell – yes; Corbin- yes; Lang– yes; Zember - yes. MOTION PASSED

In the matter of the COLA Policy, Mr. Campbell explained that this policy guarantees that our employees will get the COLA adjustment beginning January 1st of each year. He explained that this will take the guess work out of factoring a pay increase as well as help with the budget.

Motion: To adopt the Town of Onley COLA Policy by Jason Campbell and seconded by Woody Zember.

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

Mr. Campbell asked Council to decide about returning lost vacation time from 2025. The committee's recommendation is to restore the time that employees lost up to 120 hours.

Motion: To retroactively restore everyone's vacation time up to 120 hours by Jason Campbell and seconded by Daniel Bloxom. Roll Call Vote: Bloxom -yes; Campbell – yes; Corbin- yes; Lang– yes; Zember - yes. MOTION PASSED

Motion: To pay Officer Nathan Anderson for an additional 66 hours over 120 hours for a total of \$2,003.00 via a cash buyout or by an hourly restoration (his choice) by Jason Campbell and seconded by Woody Zember. Roll Call Vote: Bloxom -yes; Campbell – yes; Corbin- yes; Lang– yes; Zember - yes. MOTION PASSED

At this time, Ms. Salazar noted that Vice Mayor Ferguson has not been voting but added that if he wishes to, it is okay, since he is only presiding over the meeting in the absence of the mayor and not acting as mayor. Mr. Ferguson thanked her for the clarification.

Old Business

Ms. Rillo read the Resolution for Tasley Volunteer Fire Company Inc. into the minutes. A copy will be attached to the original minutes.

Motion: To adopt the Resolution for Tasley Volunteer Fire Company Inc. by Jason Campbell and seconded by Woody Zember. Roll Call Vote: Bloxom -yes; Campbell – yes; Corbin- yes; Lang– yes; Zember - yes. MOTION PASSED

In the matter of the purchase of a vehicle for General Government, Mr. Corbin said that he was not at the last meeting when this was discussed but he has some things to add to the discussion. He feels that if an employee needs to go somewhere, it is much easier and more comfortable to drive their own personal vehicle instead of a car in which they are not familiar. Secondly, in 2023, we paid out \$143.00 for mileage, 2024 - \$1,500.00 and 2025 - \$1,017.00. He feels that those figures are very low compared to what we spend if we purchase a vehicle, including the cost of the vehicle, insurance, gas, and maintenance and repairs. Lastly, he said when we find some police officers, we are going to need the police vehicles for them to drive. Mr. Zember asked Ms. Salazar if she had answers for them to the questions asked last month. Ms. Salazar said she spoke with our VRSA representative and in the matter of who is responsible if an employee has an accident in their POV while performing town business, the employee's insurance company would be the primary. Secondly, if an employee drives a town-owned vehicle to a town related function, anyone in the car that is not a town employee such as a spouse or child is only covered up to \$10,000.00. The recommendation is that only town employees ride in town-owned vehicles. Lastly, she said depending on how Council decides to proceed, a policy may be needed. Mr. Lang asked Ms. Salazar how she feels about that. Mr. Ferguson said he would like to hear Ms. Rillo's opinion. Ms. Rillo said that she prefers to drive her own vehicle, especially when driving off the Shore. Mr. Ferguson asked Chief Long for the mileage on the 2017 Explorer. He did not know. He said that (per Council's request), he did get the estimate from Eric Nottingham for removing the police equipment in the amount of \$600.00. He added that amount does not cover the cost of a new center console that

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would have to be installed. He was unable to get a price for that. He told Council that he is planning to ask that the funds for a new patrol vehicle be put in the 2026-2027 budget even though he doesn't necessarily plan to buy one. Mr. Bundick stated that it's important to remember that if an employee is in an accident and it's not their fault, the insurance of the person at fault would be responsible. Mr. Bundick said the question for Council is "is it worth it to pay thousands of dollars out of pocket for a vehicle that's driven two miles a day to the bank or post office". Ms. Salazar said that while she appreciates having the funds in the budget if we need them, she reminded Council that balancing the budget is hard. She added that we aren't talking about a few hundred dollars – a new patrol vehicle with equipment is expensive. She said that if we plan to purchase one, then we should put money in the budget, however, she cautioned against putting money in the budget for things we don't plan to buy. She said we can always amend the budget, if necessary. Mr. Campbell said that the bottom line is if we want the General Government employees to have a vehicle to drive, we will need to budget for and purchase a new police vehicle in the next fiscal year. Chief Long said the 2017 Explorer is not in great condition, he mentioned that the paint is peeling as well. Mr. Bloxom asked if the equipment removed from the 2017 vehicle can be used in the new vehicle. Chief Long said yes – most of the equipment will be re-usable. Mr. Corbin said he is not in favor of pulling the equipment from the patrol car at this time. Mr. Ferguson said considering the interest in the police vacancies that we have had recently, he feels we need to wait a while longer before deciding about disassembling a patrol car. Council agreed.

New Business

Council set a 2026-2027 budget workshop meeting for March 23, 2026, at 6:00pm.

Ms. Rillo said that our lease on the town office expired February 28, 2026. She presented Council with a two-year lease extension on the Four Corner LLC rental property. The rent will increase to \$2,534.52 for the first year and \$2,610.56 for the second year. Mr. Campbell asked what will happen if we get the new building up before the lease expires. Ms. Rillo said we will still be responsible for this rent for the entire two years. Council agreed that they really do not have any other options at this time.

Motion: To accept the two-year lease agreement as presented by Jason Campbell and seconded by Brian Corbin. Roll Call Vote: Bloxom -yes; Campbell – yes; Corbin- yes; Lang– yes; Zember - yes. MOTION PASSED

Department Reports

Police Report

Chief Long presented Council with his monthly written report. He said he is still waiting to hear the costs for repairing the speed signs. Mr. Ferguson said that both of Accomac's are out of service as well. Chief Long said that he has mentioned that to them and that they need to contact Axon for repairs also. Mr. Lang told Chief Long to email them copies of the previous emails showing that these signs have never worked properly. In another matter, Mr. Lang said he observed Officer Anderson stopping an underage male. After speaking to Officer Anderson about it, Mr. Lang was told by Officer Anderson that he (officer Anderson) couldn't issue him a summons because we would have to cover the cost of his lawyer. Mr. Lang said he does not care and he thinks he should have been ticketed anyway. Mr. Ferguson said he also observed this, was told the same thing and he agrees with Mr. Lang – the ticket should still have been issued. Mr. Bundick said if this happens again, the officer should go to juvenile court services and obtain a juvenile petition for juvenile court. At that point, the judge may offer the juvenile an attorney. The town only pays for the cost of the attorney if the charge is a town ordinance violation. If the charge is under a state code, the town is not liable. Council instructed Chief Long to speak with Officer

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Anderson and make him aware of his options when ticketing a juvenile. Mr. Bloxom asked if we have an officer to help with the CALL Jamboree. Chief Long said he is not sure because we are so short handed right now. Mr. Campbell said he hopes that they understand because he doesn't want to leave the town uncovered because our officer is working a baseball game. Mr. Lang said he is okay if they want to do it on their day off. Mr. Campbell said that would mean paying the employee overtime. Chief Long said we still have hours/money left in the Overtime Program. Mr. Campbell said those funds are earmarked for traffic enforcement. Mr. Ferguson said we should leave that decision to the Chief's discretion. Chief Long said he will figure it out before the event.

Treasurer's Report

Ms. Salazar reported the following: she updated the Personnel Policy with the Internet Usage Guidelines that were adopted at last month's meeting, she has signed copies of the Internet Usage Agreement from all our employees, the budget amendments have been incorporated into our current budget, and the 2025 supplemental tax bills have been mailed. She reported that she needs to attend Delinquent Collection Tax training in Williamsburg sometime in September at a cost of \$185.00 which will come out of the current budget. The cost of the hotel is \$279.88 and will come out of next year's budget. She noted that there are several invoices paid to Wex Bank in her report. She explained that it is because we are paying off the old Exxon card and we have started using the new gas cards that can be used anywhere. They are both through Wex Bank. Lastly, she said there are two restaurants that are two-months delinquent on meals tax and one hotel that is two-months delinquent on transient tax. She noted that the hotel has changed ownership and the previous owners have assured her they will be in on Friday to pay off the balance due. Mr. Corbin asked what our policy is for handling these delinquent businesses. Ms. Salazar said that we have an ordinance but, unfortunately, it is not very helpful with collections. She added that typically it is the same repeat offenders and they will pay up a couple of months and almost immediately get behind again. She said that in the past, she has asked Mr. Bundick to help when they reach three months delinquent. Council said to give the hotel until Friday and then get Mr. Bundick involved.

Motion: To pay the February 2026 payables by Rodney Lang and seconded by Jason Campbell. Roll Call

Vote: Bloxom -yes; Campbell – yes; Corbin- yes; Lang– yes; Zember - yes. MOTION PASSED

Town Manager/Zoning Administrator Report

Ms. Rillo reported that we have our first park reservation for next month. She has ordered egg hunt items. She plans to hold the egg hunt after Easter on April 11th with a rain date of April 25th. She explained that the park is not in good condition right now. Mr. Campbell said he hates to push the egg hunt until after Easter because people are going to be out of Easter mode. He asked if there is money in the budget for a bounce house. Ms. Rillo said she will check the budget. She said that Mr. Lang has asked her to research purchasing a bucket truck. She has found a few used ones in the \$35,000.00 - \$40,000.00 range. She asked if Council would like to consider a scissor lift, adding that they are in the \$10,000.00 range. She did say that a lift may not work for putting the tree up at the park. She added that Percy said he is not totally comfortable with using a lift. Mr. Lang said he doesn't understand why we have to hire contractors when we have our own Public Works Dept. He added that Onancock puts up their own decorations. Several Council Members pointed out that Onancock has a much bigger Public Works department. Mr. Campbell suggested renting a lift and hiring someone to install the tree. Mr. Ferguson said if we purchase a bucket truck, there is a lot of training and expense that comes with operating it. He added that he thinks we need to table this for now and just take our time and think about this in the future if something suitable becomes available. Mr. Lang asked Ms. Rillo to check on

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the insurance requirements for a bucket truck. Ms. Rillo said that she has advertised the police vacancies on Indeed and we have had some interest. She continues to work on a salary pay scale depending on certifications and experience. She told Council that there is an advertisement for an apartment in the old coffee shop downtown. It is being advertised as a second-floor loft apartment. Our zoning allows a second-floor residence above a business but there is no business in that location at this time. She has left the owner a couple of messages, but he is not responding. Mr. Lang asked about the septic availability at the property. Ms. Rillo said that there was a pump and haul agreement with the town that is no longer valid. She spoke to VDH and they said they are not getting involved and as far as they are concerned, he has a pump and haul agreement, so he is good with the county. Ms. Rillo suggested that we contact the owner and perhaps enter into another pump and haul agreement. Ms. Campbell suggested that we have our attorney send him a letter and let him know that the old pump and haul is not valid. Mr. Zember said he needs to re-apply for a pump and haul. Council agreed and instructed Mr. Bundick to write him a letter. Mr. Bundick asked Ms. Salazar to meet with him later in the week to discuss this. Ms. Salazar asked him to contact Ms. Rillo about his matter since she knows nothing about it and it could potentially be a zoning issue. Lastly, Ms. Rillo reported that Billy Joe Tarr emailed her to make us aware that his hourly rate for sprayer maintenance has increased from \$100.00 to \$150.00. Mr. Bloxom suggested that Percy have the mowers serviced because the grass is going to start growing soon. In the matter of the apartment spoken about earlier, Mr. Campbell said after looking at the pictures online, it does not even look like it is an upstairs apartment, which is a clear violation of our zoning ordinance.

Attorney's Report

Mr. Bundick had nothing to report.

Consideration of Minutes

Motion: To adopt the minutes of February 2, 2026, Public Hearing & Regular Monthly Meeting by Rodney Lang and seconded by Jason Campbell. Roll Call Vote: Bloxom -yes; Campbell – yes; Corbin-yes; Lang– yes; Zember - yes. MOTION PASSED

Motion: To adopt the minutes of February 10, 2026, Special Meeting by Jason Campbell and seconded by Rodney Lang. Roll Call Vote: Bloxom -yes; Campbell – yes; Corbin- yes; Lang– yes; Zember - yes. MOTION PASSED

Public Comments

Billye D. Custis said that Matt Hart has hung a construction company sign up at the old Floor Store building, but the doors are covered with plywood. She asked if he has a license. Ms. Rillo said no. Ms. Salazar said that is incorrect, if Ms. Custis is referring to a business license, Mr. Hart has two. Ms. Custis asked if he can have a sign up with no way to enter the building. Ms. Rillo said he may be using the building for storage. Ms. Custis asked Ms. Salazar if it's correct that the town's insurance only pays \$10,000.00 in medical expenses in the event of an accident. Ms. Salazar said that amount is correct for passengers in the vehicle.

John Dennis said in dealing with a bucket truck, the truck has to be inspected and certified through OSHA every year. That inspection will need to be done at a facility across the bay. He advised Council to do their research before buying a bucket truck. He said that this town spent \$30,000.00 to purchase an additional truck and a dump trailer and we have not been able to use that trailer for months due to the cornhole boards sitting on it. We have just had a major storm and that trailer needs to be used – not left to sit around storing cornhole boards. Mr. Lang said he recently mentioned that to Mayor Finney and

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Mayor Finney said he takes responsibility for that due to the fact that he has been busy and hasn't been able to pour the concrete. Ms. Dennis said concrete can be poured at any time.

Council Comments

Mr. Campbell thanked the Employee Committee for their hard work. He thanked ANEC and the first responders for their hard work during the storm. He also thanked Percy and Lucas for their help with cleaning up storm debris.

Mr. Bloxom said the town looks great. He thanked everyone for coming to the meeting.

Mr. Corbin thanked Mr. Campbell for his work on the Employee Committee, and he feels the two policies that were adopted tonight were necessary.

Mr. Zember thanked everyone for coming to the meeting. He thinks the bucket truck issue is tricky and we really need to do our research before buying one. He feels the same way about the issue of a town vehicle – we really need to do our research before deciding about that as well. In the matter of the apartment, we want to make sure we proceed properly. He thanked Percy for doing a great job and commended him for having a good attitude and said, "he makes the town look good".

Mr. Lang thanked everyone for coming to the meeting. He likes working with everyone on Council even when they don't agree on things. He said he doesn't agree with Mr. Zember about the bucket truck. He feels that we need to be independent and break away from using contractors for everything. He does agree that we need to do a little more research before purchasing a town vehicle, but he does think a town vehicle would make us look more official.

Mr. Ferguson agreed that we need a town vehicle. He feels it will make us look more professional as well as force our hand when it comes to purchasing a new patrol car.

Closed Session

Motion: To go into closed session (7:21pm) 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 General Government and the Onley Police Department, specifically related to ongoing issues within both departments by Brian Corbin and seconded by Rodney Lang. Roll Call Vote: Bloxom -yes; Campbell – yes; Corbin- yes; Lang– yes; Zember - yes. MOTION PASSED

Open Session & Certification of Closed Session


Council returned to Open Session at 8:58pm.

A roll call vote was taken 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: **Roll Call Vote:** Bloxom -yes; Campbell – yes; Corbin- yes; Lang– yes; Zember - yes. MOTION PASSED

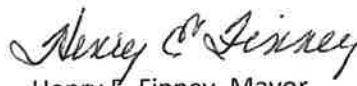
Adjourn

Motion: To adjourn (8:59pm) by Jason Campbell and seconded by Rodney Lang. Roll Call Vote: Bloxom -yes; Campbell – yes; Corbin- yes; Lang– yes; Zember - yes. MOTION PASSED

Respectfully submitted,



Jamie L. Salazar, Clerk/Treasurer



Henry E. Finney, Mayor