

Town of Onancock
Town Council Meeting
May 23rd, 2016
7:00 PM

Call to Order and Roll Call:

Mayor Jones called the meeting to order at 7:00 PM and roll was called. Mayor Russell Jones and Councilmembers T. Lee Byrd, Catherine Krause, Sandra Fox, Joshua Bundick and Fletcher Fosque were present. Councilmember John Morgan was absent. A majority of members were present and a quorum was established.

The Pledge of Allegiance was recited.

Mayor Jones explained that there would be an addition to this evening's agenda. The Coast Guard Auxiliary asked the town to read and adopt a Proclamation acknowledging National Safe Boating Week, May 21st – May 27th, 2016. Mayor Jones read the Proclamation aloud and Mr. Jack Cranford and Mr. Sanchez were there on behalf of the Coast Guard.

Consideration and Approval of Minutes from the Regular Meeting on April 25th, 2016:

Mayor Jones asked if there were any changes, corrections or additions to the minutes as submitted.

With none, Councilmember Bundick made a motion to approve the April 25th meeting minutes as submitted. Councilmember Byrd seconded the motion. The motion passed by unanimous voice vote.

Public Business:

- a. Approval of the New Town Manager Contract: Mayor Jones explained that this item has been postponed for the time being.
- b. Approval of the Proposed FY2017 Budget: Mr. Whitley explained that the FY17 proposed budget has been heard for the past three meetings. This budget, if adopted, will begin July 1st, 2016. The passage of this budget will set the tax rates for the coming year and appropriate the funds necessary to operate the town. Mr. Whitley recommended the passage of the proposed FY 17 budget.

There was no council or public comment.

Councilmember Fox made the motion to adopt Resolution 02-2016, A Resolution to Adopt the FY17 Operating Budget, Set Tax Rates and Appropriating Funds. Councilmember Fosque seconded the motion. The motion passed by unanimous voice vote.

- c. Approval of the Freedom of Information Act Policy: Mr. Whitley explained that the Virginia Legislature passed a bill this past session which made some changes to the Freedom of Information Act (FOIA). Localities are now required to designate a FOIA officer as well outline how individuals may go about requesting information from localities. The drafted policy acknowledges the town manager as Onancock's point of contact unless it is a police matter in which case the requests need to go to the Onancock Chief of Police. Mrs. Fiege drafted the

policy and Mr. Whitley recommended the passage of the policy so that the town will be in compliance with the new state code.

Councilmember Byrd suggested that an additional contact be added in case the town manager is unavailable to respond to a request such as the Mayor.

Mr. Jay Davenport, Poplar Cove, asked if the requests have to be specified as a FOIA requests. Mr. Whitley shared that all requests should be treated as a FOIA requests.

Mayor Jones shared that if a verbal request is given they are required to state who they are as well as the reasonably specific records they are requesting. Mr. Whitley asked council to alert the town manager's office as soon as they receive a records request directly so that a response can be generated in the appropriate amount of time.

Mr. Alan Silverman, Parker Street, asked if there would be any costs associated with the production of the records. Mr. Whitley confirmed that there would be reasonable charges submitted to the requestor.

Councilmember Krause asked that a log of FOIA requests be kept in the town office so that anyone can verify that a request is completed or what at stage it may be.

Councilmember Fosque asked that council be notified if the town office cannot fulfill a request as well as why it was not fulfilled.

Councilmember Byrd made a motion to adopt the town's Freedom of Information Act Policy as presented and to name the town manager as the point of contact for all FOIA requests. Councilmember Bundick seconded the motion with an amendment asking that the town create a form to track all requests. The motion passed by unanimous voice vote.

- d. Discussion of Bi-Monthly Billing: Mayor Jones shared that this discussion has been heard numerous times throughout his tenure as mayor. It will allow the town to detect leaks quicker as well as move due dates up which will help cut down on delinquencies.

Mr. Whitley asked Mrs. Fiege to review the proposed policy for council. Mrs. Fiege shared that when reviewing how best to structure the rates without increasing the charges it was decided that the rates for water and sewer be best structured by subtracting a third of the minimum bill off. The minimum would be based on 2,500 gallons of usage which would equal \$95.12. Mrs. Fiege also explained that some of the language was updated in Sec. 41-45 to be in line with how water and sewer billing was currently being operated. Language regarding trash collection was added to the section as well. It acknowledges the fact that the trash collection is billed along with the water and sewer services and is a not elective.

Mr. Whitley explained that this will need to be discussed again during a Public Hearing in the June Town Council meeting.

Councilmember Krause asked if online payments maybe be available to roll out along with the billing structure change in July.

Mrs. Nancy James, Blarney Stone Pub, asked if council would consider taking deposits for water and sewer services. Mayor Jones shared that it had been discussed but they had opted not to go that route. Mr. Whitley shared that he has not worked in a municipality that collected deposits.

Public Comment:

Mrs. Joyce Shanahan, King Street, read a letter of thanks to the town staff from Mrs. Wescott. In April, the town staff secured a bench at the Kayak Landing honoring the deceased Judge Wescott.

Mr. Alan Silverman, Parker Street, read two letters aloud which spoke against the recently adopted parking ordinances. One letter was from Mr. Silverman, the second was from Mr. and Mrs. Arvidson who are currently out of country. The primary concern addressed was that the enacted policy institutes a timeframe for allowing cars to be parked on town streets and parking lots. The new policy only allows a vehicle to be stationary on the street or in town parking lots for 48-hours before the Onancock Police Chief would take action to have the vehicle moved. Mr. Silverman argued that town residents have been using the streets in front of their homes as overflow parking for years and that this policy would negatively impact them.

Councilmember Byrd shared that in his conversations with the Police Chief, Eric Williams, the thought was that he would take these incidents on a case by case basis. The policy was not enacted to harm town residents. Councilmember Byrd stated that council should review the policy and consider a rewrite which would take these arguments into account.

Mrs. Nancy Stephan, North Street, shared that they live above the North Street Market on North Street and that the only place they have to park is on the street or the town parking lot.

Ms. Ann Nock, Market Street, asked that council keep in mind those that travel to and from Tangier and have to use the town parking lots for days at a time.

Mayor Jones shared that these arguments will be sent to the Police Chief so that he may review them and decide the next best course of action.

Planning Commission:

No meeting.

Personnel Committee:

No meeting

Waterfront Committee:

Councilmember Byrd shared that at the last Waterfront Committee meeting the Harbormaster, Mrs. Melcher, gave a detailed report on the current status of the town wharf. The report included the replacement of signage around the wharf parking lot and kayak landing. Councilmember Byrd shared that the piling at slip 8 has been replaced. The town's street crew have been working on rebuilding/repairing the electric pedestals. Harbormaster Melcher recently erected a card rack at the Harbormaster Shack. The Onancock Business Civic Association and local business owners have been

assisting with filling up the card rack with Onancock Promotional brochures. Councilmember Byrd shared that currently the wharf has a waiting listing for transient boaters for Memorial Day weekend.

Holiday Committee:

No Meeting.

Mayor's Report:

No official report. Mayor Jones did want to take a moment to express his appreciation for Mr. Whitley coming in to assist the town while it was between town managers.

Mr. Whitley shared that he enjoyed his time in Onancock, expressing his joy for having the opportunity to learn more about the Town of Onancock. Mr. Whitley thanked the town staff for all of their assistance with a special thanks to Mrs. Fiege. Mr. Whitley shared that the town staff works hard daily for the benefit of the town's residents.

Town Manager's Report:

Mr. Whitley shared that he did not have a separate report for this evening's meeting.

Mayor and Town Council Comment:

Council expressed their appreciation for Mr. Whitley's efforts in helping them bridge the gap between town managers.

Closed Session, if needed:

Councilmember Byrd made a motion to convene a Closed Meeting for the purposes of holding a discussion of the personnel, pursuant to Section 2.2-3711(A)(1) of the Code of Virginia of 1950, as amended. Councilmember Bundick seconded the motion. The motion passed by unanimous voice vote. Council entered closed session at 8:05 PM.

Councilmember Byrd made a motion that Town Council reconvene in Open Meeting, and that a roll call vote be taken and recorded on this motion so that each member who votes in favor shall, thereby, certify compliance with all of the matters identified in Section 2.2-3712(D) of the Code of Virginia of 1950, as amended. Councilmember Krause seconded the motion.

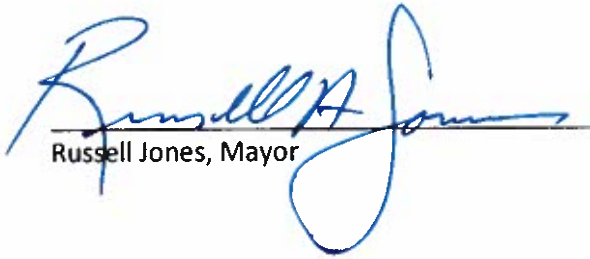
T. Lee Byrd	<input checked="" type="radio"/> Yes <input type="radio"/> No	Catherine Krause	<input checked="" type="radio"/> Yes <input type="radio"/> No
John Morgan	<input type="radio"/> Yes <input type="radio"/> No	Sandra Fox	<input checked="" type="radio"/> Yes <input type="radio"/> No
Joshua Bundick	<input checked="" type="radio"/> Yes <input type="radio"/> No	Fletcher Fosque	<input checked="" type="radio"/> Yes <input type="radio"/> No

Town council reconvened Open Meeting at 9:00 PM.

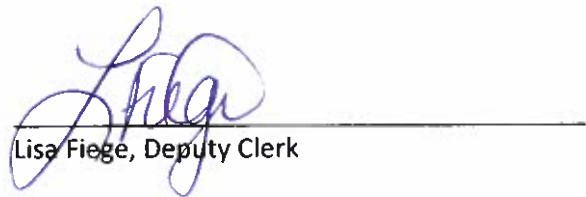
Adjourn:

Councilmember Fox made a motion to adjourn. Councilmember Fosque seconded the motion. The motion passed by unanimous voice vote.

Council adjourned at 9:00 PM.



Russell Jones, Mayor



Lisa Fiege, Deputy Clerk