

Town of Onancock
Town Council
August 22, 2016
7:00 PM

Call to Order and Roll Call:

Mayor Jones called the meeting order at 7:00 PM and roll was called. Mayor Russell Jones and Councilmembers Robert Bloxom, Catherine Krause, Ray Burger, 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.

Consideration and Approval of the Amended Minutes from the Regular Meeting on June 27th, 2016 and Approval of the Minutes from the Regular Meeting on July 25th, 2016:

Mayor Jones shared that the June 27th, 2016 meeting minutes had been amended to clarify that the minimum water and sewer rates were changed thus creating a rate change. Mayor Jones asked if there were any other additions or corrections to either sets of minutes.

With none, Councilmember Bundick made a motion to approve the amended minutes from the June 27th, 2016 meeting and the regular minutes from the July 25th, 2016 meeting. Councilmember Krause seconded the motion. The motion passed by unanimous voice vote.

Mrs. Shirley Zamora, North Street, expressed her concern about the new water and sewer rates and how they appear to have doubled when taken into consideration the minimum consumption allowed has decreased. The new minimum consumption amount is not two-thirds less and the cost for trash pick-up is too expensive.

Mayor Jones encouraged Ms. Zamora to make an appointment to come in and speak with Town Manager Kerbin and Mrs. Fiege so that they may be able to help clear up some of her concerns. Mayor Jones continued on to say that fees and minimums were not changed/raised to be underhanded or to hurt anyone. The purpose of the change was assist those that do not budget well for quarterly bill.

Public Business:

- a. Accomack Community Band, Mr. Wayne Dize: Mr. Dize, Accomack Community Band, spoke to council about this year's Haunted House at the Old Onancock High school. This is the fifth year that the band has put this event on and an important part of the event is asking the Onancock Town Council to grant them a variance to Town Ordinance 16-9, Relating to Halloween, which restricts Halloween festivities to the day of Halloween and no later than 8:00 PM. Mr. Dize shared that the event is the last three weekends in October. They have already been granted permission by the Friends of Onancock School to use the building for the event. Sheriff Godwin has also already been coordinated with for deputy coverage during the event dates and times. Mr. Dize asked if council had any questions.

Councilmember Bundick asked what kind of attendance the event usually gets. Mr. Dize shared that usually the event gets about 200 people a night but last year the event averaged 230

people a night. Mr. Dize also shared that the event gets people from all over including Delaware.

Mayor Jones asked Mr. Kerbin if council could make a standing variance so that the Accomack Community Band did not need to request one every year. Mr. Kerbin said that he would look into that.

Councilmember Krause made a motion to approve a variance for the Accomack Community Band to operate a haunted house on October 14-15, October 21-22, October 28-29 and on October 31st. Councilmember Bloxom seconded the motion. The motion passed by unanimous voice vote.

- b. Town Hall Historical Façade Update, Mrs. Janet Fosque: Mrs. Fosque, Holiday Decorations Committee, presented a proposal for new signage at Town Hall. The new signage would be more in line with keeping the historical theme of the building. The proposal is based on Mr. Touart's recommendation. The sign would consist of all applied letters and PVC piping.

Councilmember Krause suggested that the town look into hiring someone to put a scope of work together to identify the town's restoration needs prior to looking into new signage.

Mrs. Fosque suggested that the town look into hiring Mr. Touart but to make a decision soon so that the town could get on his calendar in a timely fashion.

- c. Consideration of Replacement Councilmember for Councilmember John Morgan, Mayor Russell Jones: Mayor Jones shared that Mr. Morgan has been ill therefore unable to get sworn in as an Onancock Town Council Member. Town Code demands that council fill the vacant seat for either two years or for the full term. Mr. T. Lee Byrd has agreed to fill the vacancy for two years.

Councilmember Bundick made a motion to appoint T. Lee Byrd to the Onancock Town Council to fill a vacancy left by Mr. John Morgan. Councilmember Krause seconded the motion. The motion passed by unanimous voice vote.

- d. Town of Onancock Committee Guidelines, Councilmember Catherine Krause: Councilmember Krause explained that town committees are advisory only but that council relies on the groundwork they lay for potential policy changes. In previous drafts, the idea of the Onancock citizenry was difficult to define. Councilmember Krause shared that these guidelines are not being established to discourage participation by any interested persons but that it was important to acknowledge what defines a town resident. Councilmember Krause thanked Mr. Kerbin for his fresh take on the document. With his assistance Councilmember Krause was able to come up with the idea that Town of Onancock residents will have preference over those who do not live in town although it is reasonable to consider all persons willing and qualified to participate on town committees. The Committee Guideline document also sets the guidelines on how members are appointed to committees; number of years in a term; and, the goals of each committee.

Mayor Jones stated that he feels that it is important that town residents have priority to sit on a committee although experts and other highly qualified individuals are always welcome to participate in town committees through other means such as consulting.

Councilmember Fosque asked if consultants would be voting members on committees. Mayor Jones said that they would not. Councilmember Fosque stated that he felt that the language in the document was vague on this point.

Councilmember Fosque also expressed some concern that the document references two year terms for member but Planning Commission members have a four year term. Mayor Jones suggested that the Planning Commission be removed from the document since it is governed by state code. Councilmember Bundick asked that it be noted in the Committee Guidelines document that rules governing the town's Planning Commission is located elsewhere.

Ms. Ann Nock, Market Street, suggested that this document is hurting the feelings of those non-town residents who want to participate. Ms. Nock believes that the town should not be turning away volunteers who do not live in the town limits.

Mr. Haydon Rochester, King Street, feels that the document is vague on the point of using non-residents to fill vacancies on a committee with the concern being what if the committee is full and has non-residents on it, would the non-resident lose their seat if a resident all of a sudden wanted to participate. Mayor Jones said there is no provision for bumping current members of a committee.

Ms. Nancy James, Blarney Stone Pub, thanked Councilmember Krause for the latest version of the document, stating that language regarding town residency has been much improved.

Mr. Alan Silverman, Parker Street, read a letter to council outlining some issues he has with the document. Mr. Silverman's concern stems from those residents on the Eastern Shore that have an Onancock mailing address identifying with being an Onancock resident even if though they do not live within the town limits. Mr. Silverman also cautioned council against dissuading interested persons from volunteering on town committees since it is hard enough to find volunteers to begin with. Mr. Silverman also continued on to express his concern with the Waterfront Committee being so top heavy with councilmembers.

Mayor Jones asked Mr. Kerbin how his previous locality, upstate New York, handled issues such as these. Mr. Kerbin shared that councilmembers are generally liaisons and are not voting members.

Mr. Silverman suggested that term limits be put into place. Councilmember Fosque expressed his concern with that since it takes a while to get members up on certain issues.

Ms. James suggested that the individual committees set their own standards for operating.

Ms. Shirley Zamora, North Street, applauded council for trying to implement structure into the committee process.

Councilmember Krause suggested that they revisit the membership paragraph prior to approval, allowing the individual committees to come up with their own mission statements and goals.

Mayor Jones recommended that council table this issue until the September meeting so that the document can be tweaked.

- e. Drug and Alcohol Testing Policy Revision, Town Manager, William Kerbin, Jr.: Mr. Kerbin explained that in the town's personnel manual random drug testing is a town policy but it is not being implemented. Mr. Kerbin recommends that council expand the language to say "all full-time employees" are subject to random drug testing as opposed to just "safety sensitive" employees. Mr. Kerbin shared that the town will start random drug testing on October 1st, 2016.

Councilmember Bundick asked if this was a budgeted expense for the current fiscal year. Mr. Kerbin shared that it is not but it will be in the next one.

Councilmember Bundick made a motion to approve the drug and alcohol testing policy revision effective October 1, 2016; and to make it effective for all employees; and to incorporate this policy revision into the Town of Onancock personnel manual. Councilmember Fosque seconded the motion. The motion passed by unanimous voice vote.

- f. VDOT Resolution, Town Manager, William Kerbin, Jr.: Mr. Kerbin explained that working on water and sewer lines in town sometimes disturbs a Virginia Department of Transportation (VDOT) road and VDOT requires that the town provide a surety bond to tear up one of their roads. This resolution would allow the town to forgo the surety bond requirements since the town carries sufficient property insurance.

Mayor Jones read the resolution aloud.

Councilmember Bloxom made a motion to adopt the Town of Onancock VDOT Resolution that will relieve the Town of the obligation of securing a surety bond each time a land use permit is submitted for work on public works and public utilities' projects on Commonwealth of Virginia highway systems. Councilmember Bundick seconded the motion. The motion passed by unanimous voice vote.

- g. Appointments to the Waterfront Committee, Mr. T. Lee Byrd: Mayor Jones explained that the Waterfront Committee is going to be assisting the town on recommendations for slip upgrades totaling \$300,000. The Virginia Port Authority awarded the town grant monies to upgrade the slips at the wharf. Mayor Jones urged council to go ahead and approve the committee members now prior to the committee guidelines being in place so that the committee can get started on the planning of the slip upgrades.

Councilmember Fosque asked if there was any conflict of interest having three councilmembers on the committee.

Mayor Jones stated that he and the Town Manager are ex officio members of the committee (non-voting).

Councilmember Krause made a motion to appoint the following individuals to the Town of Onancock Waterfront Committee: Bill Bagwell; Councilmember Bloxom; T. Lee Byrd; Councilmember Fosque; Steve Johnsen; John Crowling, consultant; and Mayor Jones and Town

Manager Kerbin as ex officio members. Councilmember Bundick seconded the motion. The motion passed by unanimous voice vote.

Public Comment:

Ms. Ann Nock, Market Street, thanked council for the time limit parking sign that was put up in front of the post office.

Ms. Shirley Zamora, North Street, expressed concern over the brush and limbs not being removed in a more timely fashion it could be a fire hazard.

Councilmember Fosque asked that the town not do any more new plantings in town. Town staff is having a hard enough time maintaining current landscaping.

Planning Commission Report:

Councilmember Fosque shared that the Planning Commission meeting focused on Airbnb/Short-Term Rentals in town. The Planning Commission has decided to have another public meeting to invite more of the public to weigh in on the issue prior to the committee making a policy recommendation to council. The meeting will be on Monday, September 12th, 2016 at 7:00 PM.

Mayor Jones asked that the individuals in town that own these establishments be invited to comment as well.

Personnel Committee Report:

No meeting.

Holiday Committee Report:

Councilmember Krause deferred until next month.

Mayor's Report:

No report.

Town Manager's Report:

Mr. Kerbin shared that he has been out meeting local business owners as well as attending the Onancock Business Civic Association and the Friends of Onancock School meetings.

Mr. Kerbin shared that the quote to update the town computers to Office 365 came in too high and that the town is looking into other options.

Mr. Kerbin shared that a company called Troy and Banks is going to be doing a utility audit on the town's phone, internet and electric bills. They will evaluate the bills to make sure that the town is not being overcharged.

Mr. Kerbin explained that he is in the process of reviewing three proposals to upgrade the town's website. Mr. Kerbin is most likely going to recommend GovOffice for the website upgrade.

Mr. Kerbin shared Harbormaster Ruth Melcher's report with council; slip rentals continue to be steady and gas sales have increased. Harbormaster Melcher especially thanked Mr. Bill Bagwell and Mr. T. Lee Byrd for their assistance with setting the gas prices at the wharf. She also reports that 36 season ramp decals have been sold this year.

Council Comments:

Council welcomed Mr. T. Lee Byrd back on the council.

Councilmember Krause invited everyone to the "Meet the Town Manager" event on Sunday, September 11th, 2016 from 5:00 – 7:00 PM. It will be held in the Onancock Kayak Landing Park.


Closed Session, if needed:

None.

Adjourn:

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

Council adjourned at 8:43 PM.



Russell Jones, Mayor



Lisa Fiege, Deputy Clerk