

Town of Onancock  
Town Council Meeting  
November 27, 2017  
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 Robert Bloxom, Catherine Krause, T. Lee Byrd, Ray Burger, Joshua Bundick and Fletcher Fosque were present. All members were present and a quorum was established.

The Pledge of Allegiance was recited.

Consideration and Approval of the Regular Town Council Minutes from the September 25, 2017 meeting; the Special Meeting on October 2, 2017 as well as the Special Meeting on October 11, 2017:

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

*With none, Councilmember Krause made a motion to approve the minutes as submitted. Councilmember Burger seconded the motion. The motion passed by unanimous voice vote.*

Public Business:

- a. Resolutions of Appreciation – Mayor Russell Jones: Mayor Jones shared that the town is recognizing Roberta Dean and Eliza Askin for their in-kind donation of the artwork that the town is using in its Holiday and Historic Banners. The town is also recognizing the Eastern Shore of Virginia Historical Society and the Friends of Onancock School their contributions to the Historic Banners.

Mayor Jones read all three Resolutions of Support aloud.

Councilmember Krause asked that the town send these Resolutions out to their recipients on nice paper and in color.

- b. Samuel Outlaw Building Report – Mr. Gerald Boyd: Mr. Boyd shared with council an update of the last 90-days. The Board of Directors have proposed a plan for restoring the property. The property was deeded to the town many years ago for the purpose of it becoming a museum. It is one of the most well-preserved blacksmith shops in the Commonwealth of Virginia and although it is poor condition currently it is certainly repairable.

The Board of Directors has created a strategic plan for its restoration. The Board's mission statement has also been approved and a bank account has been opened. The Board has created two committees; a fundraising committee, and a buildings and grounds committee. They are currently looking for a vendor to design a logo and a website. The Board estimates that \$50,000 will be needed to repair the building.

Mr. Boyd shared that the Board's goal is to be open to the public by 2019.

Council thanked Mr. Boyd for his hard work on this project.

Ms. Ann Nock, Market Street, shared that Mr. Samuel Outlaw lived in Onancock so that he could weld for boaters as well as farmers.

Mr. Boyd introduced one of his board members, Mr. Clinton Strand.

- c. Tree Board Report – Mr. William Kerbin: Mr. Kerbin reviewed the Tree Board Report from Mr. Bill Burnham, Board Chair, with council. Mr. Kerbin highlighted two points of interest: the recommendation of the removal of the Silver Maple tree due to its declining health; and, that the Arbor Day celebration which was held in late October had a great turn out.

Mr. Kerbin shared that Mr. Rick Turner, Onancock Street, has donated two trees to the town.

Councilmember Fosque asked if there was money in the budget for the tree removal. Mr. Kerbin explained that the Tree Board line item has enough money to cover this project.

- d. Discussion on the VML and ICMA Conference – Mr. William Kerbin: Mr. Kerbin shared that in early October he attended a VML Conference which included many representatives from across the state. The conference discussed the state's economy, transportation alternatives as well as reviewed upcoming legislation. Mr. Kerbin shared that some small communities in Virginia are doing events such as Oktoberfest and that they have had a lot of success with these events. Mr. Kerbin stated that he thought Onancock should look into doing events like this but that it would need to be run by 501c3 organization as opposed to running it through the town directly. The town does not have enough staff to take on a project of this size.

Mr. Kerbin shared that in late October he attended the IMCA Conference in San Antonio, Texas. Mr. Kerbin was able to connect with other town and city managers throughout the country. Mr. Kerbin shared that the theme of the conference was Inclusiveness and Diversity; stressing thinking outside the box initiatives. Mr. Kerbin explained that there was also a big focus on economic development and redevelopment with the idea of towns creating a vision for themselves. Mr. Kerbin explained that he has been reviewing comprehensive and master plans from other small towns on the Eastern Shore such as Berlin, Maryland. These plans give insight into how others are using mixed use zoning as well as retail and marketing strategies.

Mayor Jones stressed that conferences such as these encourage cross-pollination of ideas as well networking.

- e. Main Street Program Report: M. Kerbin explained that this item would be moved to the January 2018 council meeting.

Public Business:

Ms. Ann Nock, Market Street, suggested that the crane that is currently moored at the Onancock Wharf have a star placed on it for the holidays. Ms. Nock explained that the Virginia Department of Transportation has already granted the town permission to do this since the crane is there for their Bagwell Bridge repair project.

Councilmember Fosque shared that the star could not go up until the crane is no longer in use.

Planning Commission Report:

Councilmember Fosque explained that there is no report since the Planning Commission did not meet this month. Councilmember Fosque shared that the Commission currently has two vacancies which need to be filled.

Mayor Jones suggested that a notice be placed on the bulletin board outside of Town Hall as well as on the town's website.

Waterfront Committee Report:

Councilmember Byrd shared that there was no meeting this month. Councilmember Byrd continued by explaining that the floating dock improvement project is currently on track.

Councilmember Byrd shared that there will be a Waterfront Meeting in December. The committee will discuss the late season that the wharf had this year along with how to recruit part-time employees for times such as those. Councilmember Byrd stated that there is no money for a full-time staff member at the wharf.

Councilmember Burger suggested that the wharf's fuel tank be self-serve. Councilmember Byrd explained that it is a liability issue for the town when allowing boaters to self-pump, explaining that fuel spills into the creek are a huge concern for the town.

Personnel Committee Report:

No meeting.

Holiday Committee Report:

Mrs. Janet Fosque, Holiday Committee, reviewed the budget numbers with council. Mrs. Fosque shared with council that this fiscal year's new decoration purchases have left that line item with a remaining balance of \$700 to \$800. Mrs. Fosque explained to council that those remaining dollars can be balanced forward to next fiscal year. Mrs. Fosque shared an outline of the decorations she would like to purchase next fiscal year. Mrs. Fosque suggested that council approve this spending in the January 2018 meeting so that the committee can purchase these items while on sale.

Mrs. Fosque also thanked the Public Works Department for the great job they have done with repairing the front of Town Hall. Mrs. Fosque also thanked them for their efforts in getting the holiday decorations up around time.

Mayor's Report:

Mayor Jones shared the following items with council:

1. ESVA Artisans Guild had their event over the Thanksgiving weekend. Mayor Jones explained that this event has a great many participants that come to the town. There were a reported 300-400 visitors in town just for this event.
2. In June, the North American Hunter Retriever Dog trials will be held just outside of town. This event is expecting about 100 people to travel and stay in our area. This is a great opportunity to highlight and market the town.

Town Manager's Report:

Town Manager Kerbin shared the following items with council:

1. Work should begin on the floating docks improvement project the second week of December.
2. The Onancock Police Department received a grant for \$1,2568.55 for new body armor.
3. Delinquent tax letters went out to businesses in town. Overall, the response has been great. There were only a few that did not respond and those businesses have been turned over to legal counsel for collection.
4. Construction on the Bagwell Bridge has begun and the work is scheduled to be completed by April 20, 2018.
5. Public Works staff have been working on repairing the front of Town Hall. Improvements include scraping, painting and replacing rotten wood.
6. The Onancock Police Department handed out candy to approximately 350 children on Halloween. Mr. Kerbin extended a special thank you to Chief Eric Williams and his officers as well as Pastor Andy Cobb, Onancock's police chaplain, for their participation in this event.
7. Public Works staff have been diligently putting up Christmas decorations throughout town. Also, please remember that the 27<sup>th</sup> Annual Onancock Christmas Parade is Sunday, December 10, 2017, at 5:00 PM.

Closed Session, if needed:

None.

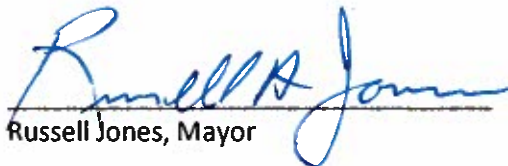
Adjourn:

Before council adjourned Mayor Jones asked if the December council meeting should be cancelled due to the holidays. Councilmembers Fosque, Krause and Byrd shared that they would not be available for that meeting.

Councilmember Fosque asked if the town hired a new Public Works employee. Mr. Kerbin shared that the town has hired a man named John Bell to fill the Public Works opening with the town.

*Councilmember Byrd made a motion to adjourn. Councilmember Krause seconded it. The motion passed by unanimous voice vote.*

The meeting adjourned at 7:56 PM.

  
Russell Jones, Mayor

  
Lisa Fiege, Deputy Clerk