

Town of Onancock
Town Council Meeting
June 25, 2018
7:00 p.m.

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Consideration and Approval of the Regular Town Council Minutes from the May 21, 2018 and the June 12, 2018 Special Meeting.
4. Public Business
 - a. Recognition of Mayor Russell A. Jones and Councilmember T. Lee Byrd - Mayor Elect, Fletcher Fosque
 - b. Swearing in Ceremony for Mayor Elect, Fletcher Fosque, Re-Elected Councilmembers Joshua Bundick and Catherine Krause, as well as the Newly Elected Councilmembers, Joy Marino and Maphis Oswald – Samuel Cooper, Accomack County Clerk of Circuit Court
 - c. Town of Parksley Railway Museum 30th Anniversary Celebration – Dr. Julie Nash, Town of Parksley Town Councilmember
 - d. Referral of the Verizon Tower Construction Text Amendment to Planning Commission – Town Manager William Kerbin
 - e. Resolution of Support for Regional Wastewater Extension Project – Town Manager William Kerbin
 - f. Discussion of Subcontracting with a Title Company to Research Town Street Plats – Councilmember Robert Bloxom
 - g. Appointment of the Vice-Mayor – Mayor Elect Fletcher Fosque
 - h. Appointment of New Member to Planning Commission – Fletcher Fosque, Planning Commission Chair
5. Public Comment
6. Planning Commission Report – Councilmember Fletcher Fosque
7. Waterfront Committee Report – Councilmember T. Lee Byrd
8. Personnel Committee Report – Councilmember Catherine Krause
9. Holiday Committee Report – Councilmember Catherine Krause
10. Mayor's Report – Mayor Russell Jones
11. Town Manager's Report – Mr. William Kerbin
12. Council Comments
13. Closed Session- if needed
14. Adjourn

Town of Onancock
Town Council Meeting
May 21, 2018
7:00PM

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, T. Lee Byrd, Ray Burger, Joshua Bundick and Fletcher Fosque were present. Councilmember Catherine Krause was absent. A majority of 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 April 23, 2018:

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

With none, Councilmember Burger made a motion to approve the April 23, 2018 meeting minutes as submitted. Councilmember Bloxom seconded the motion. The motion passed by unanimous voice vote.

Public Business:

- a. Public Hearing – Special Use Permit (Homestay), 13 Liberty Street, Ms. Linda Copper: Mayor Jones opened the Public Hearing at 7:02 PM. Mr. Kerbin shared with Council that based on his initial assessment of the requested permit, the deck did appear to be attached to both structures. Mr. Kerbin recommended to Council the approval of the special use permit.

Councilmember Fosque shared that the definition of attached does not include decking. Mayor Jones stated that the Town's Code does not address the definition of attached. Councilmember Fosque explained that if approved, then anyone could put a deck between the house and a garage and declare that it is attached. Even if the structure was declared attached by the deck then it would violate the Town's setbacks for primary structures. Councilmember Fosque shared that currently there is barely enough room to walk between the fence and the garage. Mrs. Nancy James, Weichert Mason-Davis Realtors, argued that the property is in the setback rules of zoning. Mrs. James shared that according to the property insurance carrier, the structures are attached by the deck. Mrs. James shared that the new homeowner, in good faith, purchased this property, applied for the permit and paid the fee with the expectation that this was a permitted use. Ms. Copper operates homestays to help supplement her income. She is only asking permission for two overnight guests on a short-term basis. She also lives full-time at this location. This use falls into the intent of the Town Code. Councilmember Fosque shared that he is sympathetic to her plight but shared his concern that approval would set the precedence. Ms. Copper shared that she came from a small Town in Arizona and also has an owner-occupied Airbnb which was useful not only for her but for the Town's economy as well. Ms. Copper explained that if she had even thought that this application would be denied she would never have purchased the home. Ms. Copper is from the Virginia Beach area and was looking forward to moving back to her hometown area. Ms. Copper also stressed that since she will live in the home year-round she would not be an absentee landlord. Councilmember Byrd asked Mr. Kerbin why he recommended to approve the application. Mr. Kerbin shared that he spoke with the Town Attorney, John Custis, who said that he was comfortable with Mr. Kerbin's

recommendation. Councilmember Fosque explained that Special Use Permits are not guaranteed and that some potential purchasers make the sale contingent upon the approval of the Special Use Permit. Councilmember Bundick conceded that if Council decided that the deck was attached then Council would need to accept the setback issue as well. Mayor Jones explained that Council has the authority to approve these permits on a case by case basis. Councilmember Bundick stated that he is in favor of this permit but that Council would need to deal with the setbacks.

Mrs. Janet Fosque, Market Street, expressed her concern that approval of this permit may be viewed as spot zoning and that it could open the Council up to litigation.

Councilmember Bloxom stated that since the deck is movable he does not believe that the deck makes the structures attached. Councilmember Bloxom shared that he feels for Ms. Copper's situation but that this clearly violates the Town's Zoning Code.

Councilmember Burger stated that the accessory building is a detached structure.

Mrs. James asked Council if Ms. Copper applied for a homestay for the main structure would she approved for that scenario. Councilmembers Bloxom, Byrd and Fosque stated that she would be but she would still need a Special Use Permit to operate a homestay in the main structure.

Mr. Rick Turner, Onancock Street, suggested that Council make a determination on this case and then toughen the rules up later. Councilmember Bloxom stated that the zoning is clear when it says that no one can live in a detached building.

Mayor Jones closed the Public Hearing at 7:25 PM.

Councilmember Bundick asked to see a survey of the lot to determine the setback issue. Councilmember Fosque stated that a roof would make the structures attached but that Ms. Copper would need to appeal to the Onancock Board of Appeals to work around the setback issue. Councilmember Fosque stated Ms. Copper has some possible workarounds if desired. Councilmember Bundick read a definition of attached he found on Goggle which acknowledges the deck as an attachment.

Town Council decided to table the vote for a later date. It was suggested that Mrs. James gather additional information to bring back to Council for the future vote.

- b. Verizon Cell Tower Presentation – Mr. Stephen Romine, Mr. Larry Bickings and Mr. Rui DaSilva: Mr. Romine presented a plan to Council for the construction of a new cellular tower in Town. Mr. Romine explained that this is necessary for improving the cellular service in Town. The plan will involve Verizon leasing the land from the Town as well as Council approval of a text amendment to the Town's Code. Once that has been obtained Verizon will need to secure a Special Use Permit from the Town for the placement of a new monopole telecommunications tower and accessory facility within the Town. The tower will be 220 feet tall and it will be a colocation site which means that other telecommunication groups may request space on the tower.

Councilmember Fosque asked what type of light will need to be on the tower. Mr. Romine shared that due to the tower's height the Federal Aviation Administration (FAA) requires that a white light during the day and a red strobe light at night.

Councilmember Bundick confirmed with Verizon that the tower would be omnidirectional for the benefit of surrounding areas.

Councilmember Bloxom asked Verizon what the timeline would be for completion of the project. Mr. Bickings shared that it would be at least 12-months.

Mr. Romine shared that the next steps would be to present the text amendment at a Planning Commission Public Hearing or Joint Public Hearing with Town Council and the Planning Commission.

Councilmember Fosque asked why Verizon was not putting an antenna on the Town's water tower. Mr. Romine explained that the water tower has too many antennas already on it which would create a shadowing issue for them.

Mrs. Janet Fosque, Market Street, asked how much the project would cost Verizon. Mr. Romine shared that the costs would be in the \$500,000 range.

Town Council thanked Mr. Romine, Mr. Larry Bickings and Mr. Rui DaSilva for their presentation.

- c. Adopt a Garden Program – Town Manager William Kerbin: Mr. Kerbin proposed to Council an Adopt a Garden Program. The idea being that an individual or group, upon approval, would become responsible for one of the Town's gardens. The Town would still purchase the plants and mulch. The Town could also step in to assist the with some garden maintenance if needed. The Town would also place a plaque in the garden with the sponsor's name. Mr. Kerbin feels that this program would create a great sense of community. Council will have final approval for all applicants. Mr. Kerbin shared that he and his wife have also volunteered to manage the garden in the Town parking lot behind Town Hall.

Councilmember Bundick made a motion to approve the Adopt a Garden/Tree Program including the policies presented at the May 21, 2018 Town Council Meeting. Councilmember Bloxom seconded the motion. The motion passed by unanimous voice vote.

- d. Re-Appointment of Mr. T. Lee Byrd as Chair of Waterfront Committee – Town Manager, William Kerbin: Mr. Kerbin explained to Council that Councilmember Byrd has agreed to stay on as the Chairman of the Waterfront Committee after his Council term expires June 30, 2018. Mr. Kerbin is putting his name forward for Council's approval.

Councilmember Fosque made a motion re-appoint T. Lee Byrd as the Chairman of the Town of Onancock Waterfront Committee. Councilmember Bloxom seconded the motion. The motion passed by unanimous voice vote.

- e. Appointment of Mr. Jeffrey Barrett – Town Manager William Kerbin: Mr. Kerbin shared that Mr. Jeffrey Barrett has requested an appointment to the Onancock Planning Commission.

Councilmember Fosque shared with Council that all candidates need to be considered before approving Mr. Barrett's appointment. Councilmember Fosque shared that he has been approached by a few other potential candidates for Planning Commission. Councilmember Fosque explained that there is currently one open chair on the Commission and as of July 1, 2018 there will be another one which will need to be filled by a Council Representative. Mr. Kerbin explained that Mr. Barrett is currently the only official applicant for the Planning Commission.

Councilmember Byrd asked about the timeline for filling the vacancy. Mayor Jones explained that it will remain open until filled.

Councilmember Bundick asked about Mr. Barrett's background. Councilmember Fosque shared that Mr. Barrett lives next door to Town Hall with Ms. Shirley Zamora and has been involved in the Town in the past. Councilmember Fosque stated the only other thing we knew about Mr. Barrett was that he has some rental properties in Washington, D.C.

Councilmember Fosque suggested that Council wait a bit more for other official requests. The vote was tabled for a future Council meeting.

- f. Discussion of Vehicle Decals – Mrs. Lisa Fiege: According to Mrs. Fiege, there have been several conversations over the past five years about doing away with vehicle decals and moving that fee to the Town tax bill. Mrs. Fiege recently spoke with County Administrator, Mike Mason, about the options available to the Town should Council approve the change. Three options were presented to Council two of which would require participation from other Accomack County localities. Option one, which only requires Onancock's participation, would mean that the County would include the Vehicle License Fee (VLF) on the Town's personal property tax spreadsheet. Once the VLF was included the Town would then need to print all of its tax bills in house which has never been done. Printing tax bills in house has both good and bad issues around them. On the positive side, all the new tax bills would also print with previous delinquencies. Currently, Town Staff take the time to write separate letters to those individuals. The tax bills that come from the County only show the current tax year's properties and charges. There are two drawbacks from this option; one-the staff time involved in generating all of the tax bills in house, and, two-this would mean that the Town would not be able to collect the VLF on the 2018 tax bills. Since the Town has already collected the decal fee for calendar year 2018 it would have to forego tax year 2018 and the revenue that was budgeted for fiscal year 2019 in the decal line item would not be collected. Those revenue dollars would completely skip FY 2019. Mrs. Fiege also shared that the Town of Chincoteague is also moving in this direction. Mrs. Fiege further explained that the reason why the other two options are less likely is because other than the Town of Chincoteague no other locality in Accomack County bills taxes from a software package. This would mean larger upfront costs to those other localities.

Councilmember Fosque asked what the current decal compliance rate was in Town. Mrs. Fiege stated that about only half of those registered in Town have a Town decal. Councilmember Fosque stated that this may be the best reason to move away from vehicle decals and towards the vehicle license fee so that the Town could capture those that are not purchasing their decals.

Mrs. Fiege shared that her recommendation would be for Council to move forward with option one.

Mayor Jones asked Mrs. Fiege to get the action items together in a timeline for Council's review.

- g. Department Goals and Updates – Town Manager, William Kerbin: Mr. Kerbin provided a status update of the department goals and accomplishments to Council. Mr. Kerbin stated that there has been a lot of progress Mr. Kerbin asked if there were any questions and concerns. There were none.

Public Comment:

Mr. Rick Turner, Onancock Street, shared that he has noticed a lot of yards in Town that need to be mowed. Mr. Turner explained that he has addressed some of these yard issues with Mrs. Fiege and a notice has been sent to the owners. Hopefully, these issues will be resolved soon. Mr. Turner suggested that the Town hire a private contractor to assist the Town with yard maintenance. Mrs. Fiege shared that the Public Works Director, Bryan Horton, has suggested that the Town raise the grass cutting fee which should alleviate some of the landowner's reliance on the Town handling their grass issues for them. Councilmember Fosque asked the Town Manager to move forward with the fee increase.

Planning Commission Report:

No meeting.

Waterfront Committee Report:

Councilmember Byrd shared that there have been many slip reservations being booked at the Wharf. Councilmember Byrd shared that the new Harbormaster, TK Fitchett, has been doing a wonderful job. Councilmember Byrd also shared that Marina was fully booked for the previous weekend but the Town lost all of those reservations due to the weather. The Town already has several reservations booked for June.

Personnel Committee Report:

No meeting.

Holiday Committee Report:

No report.

Mayor's Report:

Mayor Jones shared that the Town has been awarded another Virginia Port Authority grant (\$145,000) to work on resurfacing the Wharf parking lot.

Town Manager's Report:

Mr. Kerbin shared the following items with Council:

- The Infrastructure Summit Planning group will meet tomorrow, May 22, to move forward with the plans to submit a regional sewer project for federal infrastructure funding.

- Mr. Kerbin congratulated Councilmembers Joshua Bundick and Catherine Krause on being reelected to Town Council and to Joy Marino and Maphis Oswald for their election to Town Council as well. They will be sworn in at the June Town Council meeting.
- Mr. Kerbin attended a Chamber of Commerce breakfast on May 9 at Wallops Island which focused on legislative updates at both the state and county levels.
- Mr. Kerbin and the Police Department staff attended a Demonstrations and Crowd Control training in Richmond, Virginia on May 10, 2018. The training focused on the 1st Amendment and permitting issues related to demonstrations.
- Mr. Kerbin attended a joint meeting with the Town of Onley, Accomack County staff and Virginia Department of Transportation (VDOT) staff to discuss a bike and pedestrian path along Market Street from Onancock to Route 13. If approved, the path could be completed within two-years.
- Mr. Kerbin met with Mr. Chris Isdell, VDOT, to discuss proposed crosswalks in the downtown area and one at Jackson Street and Market Street. They will be installed in either the Summer of 2019 or 2020, it will depend on VDOT's paving schedule.
- Mr. Kerbin met with Mr. Robert Bridgham from the Eastern Shore Broadband Authority on May 16 to discuss additional hotspots to aid with Wi-Fi coverage and potentially extending the fiber lines.

Council Comments:

Councilmember Fosque mentioned that the 2019 Garden Tour will be held in Onancock. Mr. Kerbin confirmed the date, May 4, 2019.

Councilmember Bundick thanked the voters for his reelection. Councilmember Bundick shared that he is looking forward to the next four-years.

Councilmember Byrd thanked everyone for assisting the Wharf on its growing path. Councilmember Byrd also thanked Mr. Kerbin.

Closed Session, if needed:

None was needed.

Adjourn:

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

The meeting adjourned at 8:38 PM.

Mayor Russell Jones

Deputy Clerk Lisa Fiege

Town of Onancock
Town Council Special Meeting
June 12, 2018
6:30 PM

Call to Order and Roll Call:

Vice-Mayor Fosque called the meeting to order at 6:30 PM and roll was called. Vice-Mayor Fletcher Fosque and Councilmembers, Robert Bloxom, T. Lee Byrd, Ray Burger and Joshua Bundick were present. Mayor Russell Jones and Councilmember Catherine Krause were absent. A majority of members were present and a quorum was established.

The Pledge of Allegiance was recited.

Public Business:

- a. Reconsideration of the Special Use Permit request by Ms. Linda Copper – Town Manager William Kerbin: Vice-Mayor Fosque explained that Mayor Jones called this Special Meeting for the reconsideration of the Special Use Permit request for a homestay by Ms. Linda Copper at 13 Liberty Street. Mr. Kerbin explained to Council that in their agenda packet there is a memorandum from the Town Attorney, John Custis, as well as the original building permit application that was approved by the Town of Onancock for the garage. Mr. Kerbin explained that Mr. Custis felt that since there was not a clearly defined definition of attached in the Town Code that Council would need to rely on the building code. Generally, the definition of attached acknowledges a common wall, shared roof or something that would not be able to maintain its structural integrity if detached from each other. Vice-Mayor Fosque asked if the applicant would like to address the Council.

Mrs. Nancy James, on behalf of Ms. Copper, explained that at Council's request she was able to ascertain that Accomack County was not approving Onancock building permits in 2005, that the Town was handling them at that time. Mr. Ben Askew approved the building permit for the garage which acknowledged a room above the first-floor garage. Mrs. James shared that per Council request she also spoke with the Town Attorney as well as a third-party party and both suggested that due to building permit approval the property that Ms. Copper purchase has vested rights and therefore the Special Use Permit request for a homestay should be approved by Council. Vested rights meaning that since the Town approved the building permit it acknowledged the variance for a living space in an accessory building.

Vice-Mayor Fosque explained that to live in an accessory building in the residential 1 zone would be a non-conforming use and not legal based on the residential 1 zone's intent. If it was used as a non-conforming use previously it would not make it grandfathered due to its legality. Vice-Mayor Fosque stated that in his view the issue comes down to whether the accessory building is attached to the main structure and the deck would not qualify as the attachment. Mrs. James asked why a roof would make the attachment legal when no other methods would make it attached. Vice-Mayor Fosque explained to Ms. James that while he understands the applicant's frustration, they are only viewing this one case when it is Council's job to protect the rights of all those living in Town.

Mrs. James questioned Council's resolve to deny this permit when the Town appears to want tourism but offers the tourists no place to stay. Mrs. James asked, for arguments sake, if it is decided that the deck does not make it attached then does Ms. Copper need a variance. Vice-Mayor Fosque and Councilmember Burger stated that it is not attached and due to the current zoning rules for that area accessory buildings cannot be lived in. Mrs. James shared that the Town Manager reviewed the application and inspected the area in question and recommended that the space was suitable for this use. Mrs. James expressed her concern that the Town is not welcoming Ms. Copper who went through this process in good faith. Mrs. James also stressed that she obtained a legal opinion, at the request of the Town Council, which stated that Ms. Copper has vested rights due to the approved building permit by the Town in 2005 which Council appears to be dismissing. Vice-Mayor Fosque explained that it is a violation of the Town's Zoning Ordinances and that he suggested that she install a roof so that the two structures can be considered attached.

Councilmember Byrd asked about Ms. Copper's willingness to rent a room in the main structure. Mrs. James explained that it is not a viable option. Mrs. James also stressed that the homeowner's insurance policy does acknowledge the deck as the attachment of the two structures.

Vice-Mayor Fosque explained that there have been others in Town that have wanted to rent their accessory structures but due to the Town's Zoning Ordinance said they were denied or did not even ask, knowing that it was not an option.

Councilmember Bundick stated that Council does need to address the definition of attached so that Council will have clearer guidelines for approvals or denials.

Vice-Mayor Fosque shared that his concern is not with this particular application but the precedence that Council would be setting if it is approved.

Mrs. James asked if Council could approve this permit and then update the definition later for future applications.

Mr. Alan Silverman, Parker Street, shared that the legal definition states that attached means two structures which are connected and not able to move without ruining the structural integrity of the structures. Detached is two buildings not reliant on each other for support.

Councilmember Bloxom shared that his research results mimicked Mr. Silverman's explanation of attached and detached. Councilmember further shared that he is concerned about making an exception for this application when the Town's current code strictly prohibits this use. Councilmember Bloxom suggested that Council review the Town Code and possibly amend it to allow accessory buildings to be livable structures.

Councilmember Byrd shared that he feels for Ms. Copper's situation but that his opinion of the application has not changed since the last Council Meeting.

Councilmember Burger stressed that the garage is detached and therefore not eligible for this use.

Mrs. James asked what the next steps would be for Ms. Copper to get a favorable vote for her application. Vice-Mayor Fosque explained that the zoning rules would need to be changed to allow accessory buildings to be livable structures.

Ms. Copper expressed her dismay with Council's hesitancy with approving her application for a homestay. Ms. Copper stressed that the previous owners were granted a permit to use the room above the garage as an addendum to the house so why is she being denied the same right. Ms. Copper shared that not being able to use the room over the garage as a homestay is creating an extreme hardship on her ability to supplement her income with that additional revenue. Ms. Copper finished by stating that this process has made her feel unwelcomed in Town.

Mrs. James asked if the next steps would be for her to hire another attorney to redraft the entire Zoning Ordinance or do we need to review a change specific for this property. Vice-Mayor Fosque stated that she could hire an attorney and or have a Councilmember propose Zoning Ordinance changes on her behalf. Councilmember Bloxom stated that he would be in favor of proposing a change to the Town's Zoning Ordinances which would allow detached structures to be livable spaces by right.

Mrs. Maphis Oswald, Sturgis Street, asked if detached structures are only not considered livable spaces in the situations like a homestay or does it extend to allowing family and friends utilize the space while visiting Town. Councilmember Bloxom stated that the code clearly states no one can live in a detached structure.

Mrs. James suggested that Council clarify the homestay definition so that it would allow short-term rentals to use detached structures.

Vice-Mayor Fosque asked if the applicant would like to pull the request for Council's consideration for the time being. Mrs. James stated she would like to remove the application from consideration at this time.

Public Comment:

None.

Adjourn:

Councilmember Bundick made a motion to adjourn. Councilmember Byrd seconded the motion. The motion passed any unanimous voice vote.

The meeting adjourned at 7:18 PM.

Fletcher Fosque, Vice-Mayor

Lisa Fiege, Deputy Clerk

SUGGESTED MOTION: Mr. Mayor, I move that the Onancock Town Council refer the attached proposed text amendment to permit the construction of towers in the Parks and Open Space Zoning District, with a special use permit, to the Town of Onancock Planning Commission for a public hearing on this matter, and request that the Planning Commission provide appropriate changes and recommendations for the Town Council.

AGENDA TOWN COUNCIL June 25, 2018

SUBJECT: Referral of Text Amendment to the Planning Commission to Permit Construction of Towers in the Parks and Open Space Zoning District

RECOMMENDATION: Staff recommends referral of the text amendment to the Planning Commission

TIMING: Current

DISCUSSION: Verizon is proposing to construct a 220' monopole cell tower next to the water tower. Currently, towers are not a permitted use in the Parks and Open Space Zoning District. The attached text amendment would allow towers with a special use permit provided that the applicant meets certain setback and height requirements.

Staff: Bill Kerbin
Town Manager

Attachment: Text Amendment for Towers

Copy:

The following language is proposed to add to or modify the Zoning Ordinance.

Sec. 24-1 Definitions

Antenna means any apparatus designed for telephonic, data, radio, or television communications through the sending and/or receiving of radio frequency waves.

Tower means any structure that is designed and constructed primarily for the purpose of supporting one or more antennas, including self-supporting lattice towers, guy towers, or monopole towers. The term includes, but is not limited to, radio and television transmission towers, microwave towers, common-carrier towers, cellular telephone and wireless communication towers and alternative tower structures.

Wireless Communication Facility (WCF). Any unstaffed facility for the transmission and / or reception of wireless communications services, usually consisting of Antennas, transmission cables, equipment facilities, and a support structure or Tower.

Article VIII. Parks and Open Spaces, (POS)

Sec 24-53. Special Exceptions

c. Wireless Communication Facilities.

Sec. 24-54. Setback Regulations.

c. Wireless Communication Facilities, upon the obtaining of a Special Use Permit from the Onancock Town Council, shall have a minimum setback from the property line equal to 110% of the engineered fall zone of the support structure or Tower.

Sec. 24-55. Height Regulations.

Add the following sentence: WCFs, upon the obtaining of a Special Use Permit from the Onancock Town Council, shall be exempt from the height regulations contained herein, subject to regulations which may be imposed by the Federal Aviation Administration and approval of Town Council.

MEMORANDUM

TO: Mayor and Town Council of the Town Onancock
FROM: Bill Kerbin, Town Manager
DATE: June 25, 2018
SUBJECT: Proposed Sewer Extension Project

Congressman Taylor's office sponsored an infrastructure summit on April 14, 2018 for community leaders to develop a list of potential projects in response to passage of a congressional Omnibus bill. From this summit, the attendees reached a consensus that sewer and water connections is one of the most important issues to be addressed on the Eastern Shore.

Several stakeholders from the summit have continued to meet to investigate the potential for a regional sewer extension project. This group includes representatives from Northampton County, Accomack County, the Town of Exmore, and the Accomack Northampton Planning District Commission. This project would include the extension of the wastewater system from Onancock to Nassawadox, and may require new pump stations and new pipes in certain locations. A preliminary engineering report will need to be conducted. At this point, the town has not been requested to provide any cash match towards the project, only in-kind staff support. I have attached a resolution of support for review, approval and signature.



TOWN OF ONANCOCK

15 North Street
Onancock, VA 23417

**RESOLUTION IN SUPPORT
OF REGIONAL SEWER EXTENSION PROJECT**

WHEREAS, Towns and Counties on the Eastern Shore share challenges regarding wastewater systems; and,

WHEREAS, several Towns, including the Town of Onancock, and both Counties have agreed to investigate the possibility of an extension of the Town of Onancock’s wastewater system to provide service to customers in Accomack and Northampton Counties as well as other Towns; and,

WHEREAS, this project would only include new piping and pump stations, and would not include any new treatment plants; and,

WHEREAS; this project is contingent upon the awarding of federal infrastructure funding; and;

BE IT RESOLVED, the Town of Onancock will continue to collaborate with county, state, federal and nonprofit stakeholders to investigate the feasibility of this project and, if funding is available, the implementation of this project; and,

BE IT FURTHER RESOLVED, the Town of Onancock will provide nonmonetary resources including staff support for this project; and,

NOW THEREFORE BE IT RESOLVED, that the Mayor and Town Council the Town of Onancock pledge their full support for the extension of the Town’s wastewater system.

Mayor

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

SUGGESTED MOTION: Mr. Mayor, I move that the Onancock Town Council subcontract with a title company to conduct research of plats as part of the plan to transfer certain Town streets to VDOT.

AGENDA **TOWN COUNCIL** **June 25, 2018**

SUBJECT: Subcontract with a title company to research plats of Town streets

RECOMMENDATION: Staff recommends subcontracting with a title company to perform this research.

TIMING: Current

DISCUSSION: Town staff has identified streets that are eligible for transfer to VDOT. VDOT regulations require that a plat of the street is required to request that a town street be transferred to VDOT. Upon researching the plats, staff has determined this search may require the expertise of a title company.

Staff: Bill Kerbin
Town Manager

Attachment:

Copy:

SUGGESTED MOTION: Mr. Mayor, I move that Robert Bloxom be appointed as vice mayor for a two (2) year term.

AGENDA **TOWN COUNCIL** **June 25, 2018**

SUBJECT: Appointment of Robert Bloxom as Vice-Mayor

RECOMMENDATION: N/A

TIMING: Current

DISCUSSION: The vice-mayor position will serve as a signatory for checks in the absence of the mayor and also serve as acting mayor in the mayor's absence. We currently do not have an ordinance that states the process for an appointment of a vice mayor in the town code so I would recommend that we consider adopting an ordinance that addresses the appointment of vice-mayor.

Staff: Bill Kerbin
Town Manager

Attachment:

Copy:

SUGGESTED MOTION: Mr. Mayor, I move that the Onancock Town Council appoint _____ to the Town of Onancock Planning Commission for a four (4) year term.

AGENDA TOWN COUNCIL June 25, 2018

SUBJECT: Appointment of New Planning Commission Member

RECOMMENDATION: N/A

TIMING: Current

DISCUSSION: The Planning Commission currently has one (1) opening for a new member. The term of appointment is for a period of four (4) years. The following individuals have expressed an interest in serving on the Planning Commission:

Ed Oswald
Matt Spuck
Shyreka Riley
Jeffrey Barrett

Staff: Bill Kerbin
Town Manager

Attachment:

Copy:

**Town Manager's Report
June 25, 2018**

Southern Software Conversion

Town Hall staff will be going live this week with the new software. Staff will continue to input data entry through the month of July 2018.

Public Works Assistance with Events

Public Works staff was assisting with preparations for the Le Tour de Shore bike race and the Shore Made Music Festival both held on June 16.

Public Works Employee Hire

The Town has hired Eric Nock as a maintenance worker to fill an open position in the Department of Public Works. The Town welcomes Eric to our team.

599 Funds

The police department has been awarded approximately \$38,000 Department of Criminal Justice Services (DCJS) for general police operations..

First Net Responder Telephones

The police department will be switching to first Net Responder telephones. These telephones will allow the police department priority access over the airwaves during a disaster.

FOIA Training

Several Town staff members participated in a Freedom of Information Act (FOIA) training on June 20.

VLGMA Conference

I attended the Virginia Local Government Management Association (VLGMA) conference on June 21. This conference includes Town and City Managers, and County Administrators throughout the State of Virginia.

ONANCOCK POLICE DEPARTMENT

Summary of Police Activities for May 2018

Events initiated _____ 1,350

Court:

Number of times attended _____ Once

Amount of fines _____ \$378.00

Traffic:

Number of summons issued _____ 32

Number of warnings _____ 13

Accidents	2	911-hang up	2
BUSINESS- Assist	6	BUSINESS- Complaints	3
ASSIST- Onancock Officer	19	Domestic	4
Training	2	ASSIST- Rescue	4
Mental Health Problems	5	ASSIST- Motorist	7
Wharf Check	94	Special Patrols	721
SUSPENSION- Notice Served	1	Welfare Check	1
Animal complaint	2	Investigation	2
Larceny	1	ASSIST- Town employee	1
HOSPITAL- event	71	Trespassing	3
FIREARM- reckless discharge	1	ASSIST- Onley Police	9
Alarm	6	BUSINESS- Check	41
CITIZEN- Assist	1	CITIZEN- Complaint	9
Destruction of property	1	Disorderly conduct	1
Drunk in public	1	Missing person	1
Noise complaint	1	Assault	1
Residence check	48	Special detail	6
ASSIST- Accomack SO	14	Suspicious-activity/person	10
