

**Town of Onancock
Town Council Meeting
Monday, May 23, 2022
7:00 PM**

1) Call to order and Roll Call:

Vice Mayor Oswald called the meeting to order at 7:00 PM and roll was called. Mayor Fletcher Fosque (via Zoom) and Councilmembers Ray Burger, Thelma Gillespie, Cynthia Holdren, Joy Marino, Sarah Nock were present. A quorum was established. Town Manager Matt Spuck and Town Clerk Debbie Caton were also present.

Public Hearing was called to order at 7:02 PM.

Public Hearing was closed at 7:03 PM.

2) The Pledge of Allegiance was recited.

3) Public Business:

a) Consideration and Approval of April 25, 2022, Meeting Minutes:

Councilmember Nock moved to approve the minutes with corrections. Councilmember Gillespie seconded the motion. The motion was passed with 6-0 vote.

b) Consideration of Homestay at 60 Kerr St. – Councilmember Marino moved to approve the application. Councilmember Gillespie seconded the motion. The motion passed with 6-0 vote.

c) 2023 Budget and Capital Improvement Plan – Councilmember Marino moved to approve the proposed 2023 budget included in the meeting packet. Councilmember Burger seconded the motion. Discussion followed.

- Councilmember Mario requested clarity regarding the purchase of vehicles for the Public Works Department. She wanted to understand why each department employee has a vehicle as opposed to sharing of vehicles. Town Manger Spuck explained the employees may not always be working on the same project throughout town.
- Councilmember Holdren expressed concerns with using reserves to lower the published tax rate of \$.28/hundred to \$.27/hundred. Council has agreed to offset water rate increases by using reserves. Voting for additional reserves to offset ongoing expenses in an inflationary cycle is not prudent.

Councilmember Marino, moved to amend the motion to reduce the Real Estate tax rate to \$.27/\$100 using reserve funds to offset revenue. Councilmember Gillespie seconded the motion. The amended motion failed with Councilmembers Gillespie, Marino, and Oswald voting yes and Councilmembers Burger, Nock and Holdren voting no. Mayor Fosque broke the tie with a no vote.

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The original motion passed with Councilmembers Holdren, Burger, and Holdren voting yes. Councilmembers Gillespie, Marino, and Oswald voting no. Mayor Fosque broke the tie with a yes vote.

4) Council Discussion

a) Format for monthly financial reports – Councilmember Holdren requested a different format for financials. She submitted a few options to Town Manager Spuck.

b) ARPA projects – Town Manager Spuck presented a timeline of approved projects. Priority consideration was determined by length of project, availability of services and/or material as well as outdoor elements that could potentially impact job progression. Discussion followed:

- Councilmember Oswald asked if Town Hall would have an HVAC system on the second floor. Town Manager Spuck confirmed the upgrades include HVAC system.
- Councilmember Nock asked if the public restrooms would remain open during construction of the Town Hall building. Town Manager Spuck explained the goal is for the renovations at 38 Market St. to be completed before the start of Town Hall renovations. 38 Market St renovations includes new public restrooms. If the projects run concurrently, a public restroom will be available at one of the locations.
- Councilmember Holdren stated she supports the right for the Town Manager and Mayor to apply for business façade grants. To avoid a conflict of interest, both must recuse themselves from administrative activities in choosing the committee, designing the criteria, or selecting applicants for grants. Town Manager Spuck plans to form a committee to establish guidelines for the grant applicants. The committee will also disclose any conflicts. Mayor Fosque suggested using the guidelines from Main Street.

c) HRSD pumpstation – Councilmember Marino requested to add the sale of Hartman Ave pumpstation to the agenda. HRSD is purchasing the pump station at the Hartman Ave location from ESCADV but unfortunately the title has a lien. Town Manager Spuck suggested the purchase of land from the Town of Onancock to help with this time sensitive project. The consensus vote to proceed from Town Council was 6-0.

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5) Public Comments – no public comments to record.

6) Committee Reports

- a) Personnel Committee – Councilmember Mario has the original handbook. Several items were forwarded to Town attorney for suggestions.
- b) Planning Commission – Mayor Fosque reported the Planning Commission reviewed the B1 and BW ordinance. Suggested changes are being reviewed by the Town attorney. The suggested changes to B1 would allow for a long-term lease apartment and Homestay will be allowed with a special use permit.
- c) Waterfront – Mayor Fosque reported the procurement of golf carts has been difficult.

7) **Mayor’s Report** – Since Mayor Fosque was attending via Zoom, he plans to report on Main Street conference at the June 2022 meeting.

8) **Town Manager’s Report** – Town Manager Spuck reported the following:

- a) Councilmember Burger asked for update on the Chaney sidewalk and easement situation. Town Manager Spuck is looking for funding with a Federal Grant revenue as opposed to a shared revenue grants for the sidewalks at King St. The goal is of installing sidewalks is to help with safety and stormwater management.
- b) Jackson Street will be paved mid-June and completed by July 4th.

9) Adjourn – Councilmember Nock moved to adjourn the meeting. Councilmember Holdren seconded. Meeting adjourned at 8:30 PM


Vice Mayor, Maphis Oswald


Town Clerk, Debbie Caton