

**Town of Onancock
Town Council Meeting
Monday, January 22, 2024
7:00 PM**

1) Call to order and Roll Call:

Mayor Fosque called the meeting to order at 7:02 PM and roll was called. Mayor Fletcher Fosque, Councilmembers Brandon Brockmeier, Ray Burger, Cynthia Holdren, Joy Marino, Sarah Nock, Maphis Oswald were present. Town Manager Matt Spuck was present, and Town Clerk Debbie Caton was also present.

2) The Pledge of Allegiance was recited.

3) Approve minutes from the December 18, 2023, meeting. – Councilmember Nock moved to approve the minutes. Councilmember Oswald seconded the motion. The motion passed with a 6-0 vote.

4) Public Hearing

- a. Real Estate – Donate 9 Watson to Habitat for Humanity** – The public hearing opened at 7:04 PM.

Public Comments:

- Thelma Gillespie – 4 Watson St – Ms. Gillespie stated the house on 9 Watson St was demolished in 2019. Since that time there have been no offers to purchase the lot. She thinks the donation to Habitat for Humanity is a good idea.
- Rosemary Paparo -9 Holly St. – Ms. Paparo stated a new home for a family is also important.

The public hearing closed at 7:09 PM.

Councilmember Brockmeier moved to donate 9 Watson Street to the Eastern Shore Habitat for Humanity. Councilmember Holdren seconded the motion. Town Clerk Debbie Caton took a roll call vote.

Councilmember Brockmeier - aye

Councilmember Burger - aye

Councilmember Holdren - aye

Councilmember Marino - aye

Councilmember Nock - aye

Councilmember Oswald – aye

The motion passed with a 6-0 vote.

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5) Public Presentation

- a. **Onancock Main Street (OMS)** – Jenny Gehman, Onancock Main Street Executive Director gave a presentation about the organization’s 2023 accomplishments. Ms. Gehman discussed two upcoming grants OMS plans to apply for in 2024. The first grant is the Downtown Improvement Grant. If awarded, a portion of grant funds will be used for additional murals in downtown; most of the funds would assist downtown business owners with interior improvements. The second grant is the Virginia Tourism Corporation. If awarded, the grant money will be used to hire Advance Travel & Tourism to promote Onancock in the media.

Councilmember Holdren moved for Town Council to commit to matching funds for the Downtown Improvement Grant (\$37,500) and matching funds for the VA Tourism Corporation (\$20,000) The total match is \$57,500.

Councilmember Nock seconded the motion.

Town Manager Spuck clarified the matching funds will need to be appropriated in the FY25 annual budget. The following vote was recorded:

Councilmember Brockmeier – aye
Councilmember Burger – aye
Councilmember Holdren – aye
Councilmember Marino – aye
Councilmember Nock – aye
Councilmember Oswald – abstention

The motion passed.

- b. **Hill Studios** - David Hill with Hill Studios did a presentation on public parking, lighting, and signage. After the presentation, Mayor Fosque suggested a special meeting to discuss the final selections for lighting and signage, as well as priorities for other recommendations. A meeting is scheduled for Monday, February 12, 2024, at 7:00 PM.

6) Council Action

- a. **Appoint a new member to OEDA** – Councilmember Holdren moved to appoint Lisa Fiege to the Onancock Economic Development Authority. Councilmember Brockmeier seconded the motion. The motion passed with a 6-0 vote.

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7) Council discussion:

- a. **Town Plan – Fixture Discussion** – A special meeting is scheduled for Monday, February 12, 2024, at 7:00 PM to discuss plan recommendations.
- b. **Town Council Code of Ethics** – Per previous discussions, a committee will be formed to review and combine language from others to develop a code of ethics document for the Town of Onancock. Councilmember Holdren and Councilmember Marino volunteered for this committee.

8) Committee Reports

- **Personnel – (Cindy Holdren)** – Holiday – did not meet.
- **Onancock Main Street –(OMS) (Cindy Holdren)** – Councilmember Holdren thanked the Town Council for their support and hopes for continued support.
- **Historic Onancock School (HOS) - (Sarah Nock)** – Councilmember Nock reiterated HOS is open to everyone. The grounds are open all the time including the playground and soccer fields. Several groups utilize the community room for various events including birthday parties, wedding showers and baby showers. The columns and steel beams are in place for the performance pavilion. The next phase of construction is dependent on pricing for labor and material.
- **Planning Commission – (Brandon Brockmeier)** - Holiday – did not meet.
- **Waterfront – (Fletcher Fosque)** – Off season – did not meet.
- **Economic Development Authority (EDA)– (Joy Marino)** – The EDA met January 16,2024 and held a special meeting January 22, 2024. The purpose of the special meeting was to discuss the terms of the loan agreement and promissory note for the IRF loan for the Lilliston Building.

9) Public Comment

- Mike Rydberg, Fire Chief – Onancock Volunteer Fire Department – Mr. Rydberg introduced himself to the community as the new fire chief.
- Dana Simson – 51 Kerr St – Ms. Simson read a letter shared with OBCA and Town Council.
- Priscilla Hart –21 Market St – Ms. Hart stated she appreciates the information from Hill Studios about parking. She thinks the parking guidelines need to limit employees of downtown businesses and downtown residents from parking in

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the street all day. She noted although the cobra lights are not attractive, they do provide ample lighting.

- Rosemary Paparo – 9 Holly St. – Ms. Paparo addressed Councilmember Holdren’s comment from the December 18, 2023, meeting. Ms. Paparo agrees the town needs to appropriate ARPA funds for Police Department and Welcome Center renovations.

10) Mayor’s Report – Mayor Fosque attended the Onancock Volunteer Fireman banquet Saturday, January 20, 2024, to swear in the new volunteers.

11) Town Manager’s Report

a) Manager’s Report-

- HRSD will start the water meter replacement in the Spring 2024. This is no cost to homeowners.
- VDOT’s initial drainage ditch at Holly Street did not work. VDOT will work towards a solution.
- Northeast Revitalization Project – two homes were demolished with two more on the horizon.
- ARPA projects – The police department and welcome center demo will start soon.
- Dredging at the Harbor – DPW is working on the spoil site. The site will be inspected before the dredging can start.
- The annual audit for FY 23 starts February 6, 2024.

b) Financial Report – see attached report.

12) Councilmember Comments

- Councilmember Brockmeier – no comments.
- Councilmember Burger – no comments.
- Councilmember Holdren – Councilmember Holdren congratulated Town Manager Spuck on being asked to speak at the Hampton Roads American Society for Public Administration symposium on February 24, 2024.
- Councilmember Marino – no comments.
- Councilmember Nock – no comments.
- Councilmember Oswald – no comments.

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13) Closed Session: Councilmember Nock moved to enter closed session for the purpose of discussing personnel matters and real estate matters. Councilmember Holdren seconded the motion. The motion passed with a 6-0 vote. Closed session began at 9:00 PM.

- a) Personnel matters as allowed by state code 2.2-37111 (A) (1)
- b) Real Estate matters as allowed by state code 2.2-3711 (A) (3)

Councilmember Holdren moved to reenter public session and with a roll call vote to certify that no matter was discussed other than that mentioned in the motion to enter closed session. Councilmember Nock seconded the motion.


Councilmember Brockmeier – yes
Councilmember Burger – yes
Councilmember Holdren – yes
Councilmember Marino – yes
Councilmember Nock – yes
Councilmember Oswald – yes

Closed session ended at 9:55 PM.

14) Adjourn: Councilmember Burger moved to adjourn the meeting. Councilmember Oswald seconded the motion. The motion passed with a 6-0 vote. The meeting adjourned at 10:01 PM.



Mayor, Fletcher Fosque



Town Clerk, Debbie Caton