

**Town of Onancock
Town Council Meeting
Monday, July 27, 2026
6:00PM**

- 1. Call to order and roll call.** – Mayor Fletcher Fosque called the meeting to order at 6:00 PM and roll was called. Present were Council members Lisa Fiege, Cindy Holdren, Sarah Nock, Ashley Pettit, Ann Quigley, and Mayor Fletcher Fosque. Councilmember Omar Grubb arrived at 6:30 PM. Also present were Town Manager Wesley Wootten and Town Clerk Debbie Caton.
- 2. Pledge of Allegiance**
The Pledge of Allegiance was recited.
- 3. Consider approval of meeting minutes:**
 - **Regular Meeting, June 22, 2026** – Councilmember Nock moved to approve the June 22, 2026, regular meeting minutes with a correction provided by Councilmember Holdren. Councilmember Quigley seconded the motion. The motion carried with a 5-0 vote.
- 4. Public Hearing**
 - **Pump Station 4** – Mayor Fosque opened the Public Hearing at 6:02 PM. No public comments were received. The Public Hearing closed at 6:02 PM. No action was taken; a vote will be scheduled for a future meeting.
- 5. Public Presentation:**
 - **Kasey Grier – Planning Commission** – Ms. Grier provided an update on the comprehensive plan, which is mandated by Virginia law to guide land use, policy, and community health and must be updated every five years. The following topics were discussed:
 - Content and development:
 - The plan draws from prior plans, including the 1999 bicycle discussion, and incorporates state-required topics such as transportation, as well as optional topics such as arts and culture.
 - A new map shows VDOT-controlled roads and sidewalks has been developed and most maps are complete.

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- The first housing chapter draft is nearly done.
 - A walking survey identified 72 brick-and-mortar businesses, more than previously recorded.
- Data and records challenges:
 - Difficulties obtaining data highlighted the need for improved town records management and enhancements to tax and water data systems to support housing and water consumption analysis.
- Structure and readability:
 - The draft table of contents contains 23 chapters grouped into sections aligned with a revised, forward-looking vision statement emphasizing a year-round community.
 - The natural resources will address the Chesapeake Bay Preservation Act, water, soils, surface water, wetlands, stormwater, and flood management. Greg Temple is drafting the water issues section.
 - A typographical error in Section Five listing chapter 12, was noted.
 - Goals and action steps may be grouped at the end of major sections rather than each individual chapter. Final organization remains pending.
 - The plan is intended to be highly readable, with legible 11 x 17-inch maps available online and potentially as separate large-map packets.
 - The plan will incorporate needs identified through public workshops, including improvements to Town operations, record keeping, transparency, and processes. Including status updates on prior plan actions was supported.
 - “One water” was clarified as an integrated approach to water infrastructure, stormwater, and recreational use.
- Timeline:
 - Complete and assembly targeted for October 2026, with public comment anticipated that month, through the Town website.
 - Cleanup is anticipated in November, with potential graphic design support.
 - The first reading by Town Council is anticipated in December 2026.

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- Next steps: A more finalized table of contents, data points, and maps will be provided in September; Kasey Grier will return with PowerPoint presentation and additional data.

6. Council Discussion

- **Credit Card Fees** – Town Manager Wootten discussed the challenges associated with transitioning from the Town’s current model of absorbing credit card fees to a hybrid submitter model with the current vendor Invoice Cloud. The platform change requires system updates, testing, and an FY27 budget amendment of approximately \$11,000; ongoing platform fees will increase from \$100 to \$400/month. Despite additional costs, the change is expected to result in annual savings of approximately \$14,000.

Councilmember Holdren moved to reaffirm Council’s direction to transition the town from the online payment processor current absorbed credit card fee model to the hybrid submitter model. I authorize the Town Manager to execute the necessary paperwork subject to written confirmation of final pricing and implementation timing and approve a FY27 budget amendment of approximately \$11,000 for online payment processor related costs and direct staff to provide clear customer communication before implementation and monitor actual cost, payment behavior, and staff workload over the next several billing cycles. Councilmember Fiege seconded the motion. The motion carried with a 6-0 vote.

- **Chipping Schedule Change** – Town Manager Wootten presented proposed changes to the monthly chipping schedule due to staff workload and overuse of the undersized chipper. The initial recommendation is to divide the town into two areas and provide services every other month which requires a code amendment. Councilmembers raised concerns that with the reduced pickup frequency could result in larger accumulations of yard debris and seasonal backlogs.

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Councilmember Holdren moved to direct the Town Manager to prepare a proposed ordinance amendment removing specific yard debris and chipping schedule requirements from the town code. Councilmember Quigley seconded the motion. The motion carried with a 6-0 vote.

7. Council Action

- **Motion: Acquire Pump Station 1 and Acquire Pump Station 2 –**
Councilmember Fiege moved for Town Council to A) accept pursuant to Virginia Code 15.2-1803 on behalf of the Town of Onancock, the conveyance of (i) a 450—square-foot portion of Tax Map Nos. 85A1-2-A-2 and 85A1-2-A-3, located at 1 Mount Prospect Avenue, and (ii) a 900-square foot portion of Tax Map No. 85A2-24-59A, located at 11 Liberty Street, each as more particularly described in the Omnibus Transfer, Service and License Agreement, and (B) authorize the Town Manager and Town Attorney to take such actions as are necessary to complete the conveyances. Councilmember Nock seconded the motion. The motion carried with a 6-0 vote.

8. Committee Reports

- Planning Commission (Cindy Holdren) – Councilmember Holdren allowed Kasey Grier’s presentation to serve as the Planning Commission report.
- Waterfront Committee (Kellie Piekarsky, Harbormaster) – Harbormaster Piekarsky gave the following presentation:

Onancock Wharf and Marina — FY2026 Annual Report

- Financial:
 - +\$19,000 revenue.
 - Expanded off-season slip rentals.
 - Reduced diesel rate negotiated.
- Facility improvements:
 - Parking lot resealed/restriped.

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- Wi-Fi upgraded.
 - Benches replaced/painted through volunteer efforts.
 - Wharf sign was repainted.
 - Electrical panel housing rebuilt.
 - Coded access locks installed.
 - Fire extinguisher compliance confirmed.
- Community engagement:
 - 50% dockage discount for Eastern Shore residents.
 - Partnership with Coast Guard Auxiliary for boater safety course in August 2026.
 - Holiday gift gestures to boaters.
 - Collaboration with Friends of Animal Control.
 - Harbor Lights event continued.
- Marketing/recognition:
 - Promotional video received more than 12,000 views.
 - Chamber feature article.
 - Great Loopers sponsorship.
 - Four-hour slip promotion.
 - Business notifications regarding peak weeks.
 - Awards and ratings; including recognition from Coastal Virginia Magazine and a 4.5/5 rating.
- Operations:
 - New seasonal staff training manual.
 - Passed unannounced weights and measures and health inspections.
- Key challenge:
 - Loss of Tangier Ferry has reduced visitor traffic.

9. Community Reports

- **Onancock Economic Development Authority (ODEA) (Ann Quigley) -**
Councilmember Quigley reported the OEDA meeting was productive and included a presentation by Onancock Main Street (OMS). The committee

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decided to meet monthly through 2026 to build foundational infrastructure. She also reported that the ODEA secured a \$1,000,000 loan to rehabilitate the Lilliston Building and build short-term stay units. Repayments will be used to seed a revolving loan fund for reinvestment. The 2026 goals include retaining counsel, identifying revenue streams, defining revolving loan fund parameters – including eligibility, interest rates, and loan sizes-and identifying model Economic Development Authorities. The goal is to launch lending programs in early 2027.

- **Historic Onancock School (HOS) (Sarah Nock)** – Councilmember Nock reported the fire recovery construction is underway and ceiling tile replacement is 50% complete. The HVAC improvements are moving to the bid document phase. HOS hosted an “Ice Cream Social on Friday, July 3, 2026. HOS is hosting concerts on July 31, 2026, and August 28, 2026, at the Performance Pavilion. The annual Shoebox Lunch Festival is scheduled for August 22, 2026, with HOS included as part of a 5K route.
- **Onancock Main Street (OMS) (Lisa Fiege)** - Councilmember Fiege reported that OMS elected Betsy Seybolt and Anna Burger as new board members. OMS will host a table at the HOS concert on Friday, July 31, 2026, from 6:00 PM – 9:00 PM with giveaways. The Open for Business Campaign (VA Main Street Grant) was a multi-channel promotion directing prospects to experienceonancock.com for information regarding properties, taxes, permits, and zoning. Tourism content creator Hunter Holbert visited Onancock to produce a “Peaceful Retreat” series. OMS closed the Virginia Tourism Marketing Leveraging Grant, which produced six promotional videos, a photo library, and paid campaigns.
- **Onancock Civic and Business Association (OBCA) (Bill Burnham)** – Mr. Burnham reported OBCA elected John Fiege, President, Dana Dillon, Vice-President, and Bill Burnham, as an At-Large Officer at the July 2026 meeting. OBCA will continue to promote off-season events like Halloween, Christmas, and St. Patrick’s Day.

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10. Public Comments

- Bill Burnham – Mr. Burnham expressed concerns regarding a shooting incident that occurred July 8, 2026, at the corner of Boundary Avenue and Spady Lane. Mr. Burnham stated residents of Onancock did not learn of the incident until seven days later through a newspaper article. He asked whether the Town had sent a notice to residents. Mr. Burnham noted the Town is particularly good at communicating other operational matters and requested that the Town consider implementing a policy to alert residents regarding violent incidents.
- Eric Dodge – Mr. Dodge asked if a resolution has been prepared or adopted to accept Accomack County's Hazardous Mitigation Plan for 2026. Mr. Dodge stated that FEMA has acted on Accomack County's plan; all nineteen towns must pass resolutions to maintain eligibility for disaster funding.
- Rick Turner – Mr. Turner requested a more comprehensive approach to Town Code provisions related to lawn care. He noted there are several homes for sale in Onancock and stated that Town maintenance contributes to perception of perspective new residents. Mr. Turner suggested using local contractors to assist with maintenance because Town staff are burdened with other duties.

11. Mayor's Report – Mayor Fosque reported the upcoming November election will have four candidates for four open seats. Virginia Municipal League (VML) will host a conference October 10, 2026 – October 13, 2026, in Norfolk, VA. Mayor Fosque praised the new DPW uniforms.

12. Town Manager's Report – Town Manager Wootten Reported on financial records organization, audits, grant-funded budget amendments, Public Works, chipping recommendation, pump station transfers, CDBG, winter market, digital water meters, restoration at the school, blacksmith shop project, and Planning Commission work.

- Financial Report – A full financial report is part of the Town Council packet.

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- Police Report – Chief Eric Williams addressed the concerns regarding the shooting incident that occurred July 8, 2026. Chief Williams clarified that the incident was not an active shooter situation and explained that it was a targeted shooting. Security cameras alerted the department to the shooting, and no 911 call was placed. After an officer secured the scene, it was determined that there was no immediate threat. The investigation was turned over to Accomack County’s Sherriff Department. Onancock Police Department cannot provide any updates regarding the investigation.

13. Town Councilmember comments –

- Councilmember Fiege – Councilmember Fiege asked whether Town staff could research an email issue experienced by OMS.
- Councilmember Grubb – no comments.
- Councilmember Holdren – no comments.
- Councilmember Nock – Councilmember Nock requested an update on the Mosquito Control Program. She also noted Accomack County has a reverse 911 system.
- Councilmember Pettit – no comments.
- Councilmember Quigley – Councilmember Quigley provided an update on mosquito control efforts. She reported that surveillance equipment and dunks had been ordered.

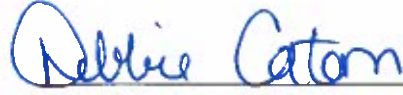
14. Adjourn – Councilmember Fiege moved to adjourn the meeting.

Councilmember Nock seconded the motion. The motion carried with a 6-0 vote. The meeting adjourned at 7:52 PM.

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A handwritten signature in blue ink, appearing to read "Fletcher Fosque", written over a horizontal line.

Fletcher Fosque, Mayor

A handwritten signature in blue ink, appearing to read "Debbie Caton", written over a horizontal line.

Debbie Caton, Town Clerk