



Town Council: Ricky Taylor, Sam Welch, Jan Welch, Henry Nicholson, Carol Matthews, Dan Matthews

Mayor: Frank Russell II

The Regular Parksley Town Council Meeting

November 14, 2022, at 7:00 p.m.

Parksley Volunteer Fire Company

Roll Call

Present: Councilmembers; Sam Welch, Ricky Taylor, Jan Welch, Henry Nicholson; Clerk Lauren Lewis

Absent: Dan Matthews, Carol Matthews

Call to Order and Invocation

Mayor Russell called the meeting to order at 7:02 pm.

Councilman Welch leads the Lord's Prayer and Pledge of Allegiance.

Consideration and approval of September 2022, meeting minutes:

Councilman Nicholson made a motion to accept the minutes as they were in printed form. Seconded by Councilman Taylor.

- a. Ayes- Nicholson, Taylor, J. Welch, S. Welch
- b. Absent- D. Matthews, C. Matthews

Consideration and approval of the November 2022 bills:

Councilman Welch made a motion to approve the November 2022 bills. Seconded by Councilman Taylor.

- a. Ayes- Nicholson, Taylor, J. Welch, S. Welch
- b. Absent- D. Matthews, C. Matthews



Guests:

M. Layne- 24435 Adelaide St.- Mr. Layne thanked all the residents for his council seat nomination.

E. Johnson- ES Railway Museum- Mrs. Johnson thanked everyone who attended the grand re-opening of the Railway Museum. She stated the memorial plaques for the trees have been almost fully installed. Hot chocolate donations for the Old Fashion Christmas can be dropped off at the Town Office if she is not available.

R. Justis- 24305 Pine St- Mr. Justis expressed his concern about the fence behind the wastewater plant needing repair.

B. Bell- 24245 Adelaide St.- Mrs. Bell suggested we host more events at the town park. She suggested a sports equipment rental box at the park for visitors to utilize. The Council and Mrs. Bell agreed that Grace United Methodist Church would supply said box and equipment. Mrs. Bell also suggested the possibility of installing a “splash pad” at the park. She will be providing the town council with information and quotes.

A. Johnson- Mr. Johnson thanked the town for the dedication plaque he received at the L.O.V.E. sign unveiling. He asked we also give credit to Dr. Julie Nash, Mrs. Karon Eichelberger, and Mr. Warren Phillips.

L. Guidry- 24212 Catherine St.- Mrs. Guidry read a letter she had sent to the Town requesting they review and revise the tier billing system for water and consider the possibility of a flat rate instead.

Council Discussion:

2. Scout House- Councilman Nicholson provided an estimate from Morales Painting & Construction for labor only to repair the roof, replace shingles, paint the exterior, and install windows in the amount of \$5,900. Councilman Nicholson provided a material estimate from OBS in the amount of \$13,603.14. These costs are for the exterior repairs *only*. Councilman Nicholson made a motion we accept the bid from Morales Painting and with consideration of the OBS estimate, allocate up to \$20,000 for repairs in capital improvements to the scout house. Seconded by Councilman Taylor.
 - a. Ayes- Nicholson, Taylor, J. Welch, S. Welch
 - b. Absent- D. Matthews, C. Matthews
3. Employee holiday schedule- Holidays are as follows: Nov. 24, Nov. 25, Dec. 23, Dec. 26, Jan 2. Councilman Taylor made a motion to approve this holiday schedule. Seconded by Councilman Welch.
 - a. Ayes- Nicholson, Taylor, J. Welch, S. Welch
 - b. Absent- D. Matthews, C. Matthews
4. Dunne Avenue fence- Councilman Nicholson provided an estimate from Fencing Direct for materials only in the amount of \$3,000 and proposed the public works employees install the



- fence. Councilman Taylor made a motion to allocate up to \$5,000 to purchase and repair the fence on Dunne avenue from the police station to the town office. Seconded by Councilwoman Welch.
- a. Ayes- Nicholson, Taylor, J. Welch, S. Welch
 - b. Absent- D. Matthews, C. Matthews
5. FY22 Audit proposal letter- Councilman Nicholson made a motion to accept the proposal from Mr. Larry Mercado, CPA to perform the FY22 audit with a cost of \$6,000. Seconded by Councilman Taylor.
- a. Ayes- Nicholson, Taylor, J. Welch, S. Welch
 - b. Absent- D. Matthews, C. Matthews
6. Welcome to Parksley signs- Councilman Nicholson provided a mock sign from Chesapeake Outdoors that would replace the signs coming into the town with an estimate of \$535 per sign. Councilman Taylor made a motion to replace the 3 signs, changing 'Veteran Memorial' to 'Burkehead War Memorial'. Seconded by Councilman Welch.
- a. Ayes- Nicholson, Taylor, J. Welch, S. Welch
 - b. Absent- D. Matthews, C. Matthews
 - i. Mr. Mark Layne offered to pay for one of the signs in the amount of \$535.00.
7. Farmer's Market panels- The council spoke about replacing the plexiglass in the panels for the Farmer's Market which are used in the winter season. The council decided to acquire more information before proceeding with replacing them.
- a. Ayes- Nicholson, Taylor, J. Welch, S. Welch
 - b. Absent- D. Matthews, C. Matthews
8. FY 2021 Formal Audit Acceptance- Mr. Larry Mercado, CPA provided the Town of Parksley with his completed FY21 audit. Councilman Nicholson made a motion to formally accept the audit. Seconded by Councilman Taylor.
- a. Ayes- Nicholson, Taylor, J. Welch, S. Welch
 - b. Absent- D. Matthews, C. Matthews

Department & Council Reports:

Police Dept- Given by Councilman Taylor for Chief Greer- Nothing to report. Councilman Taylor noted that \$4,198 are remaining in the budget for the purchase of the police truck.

R. Taylor- Councilman Taylor noted that the ES Railway Museum had covered the costs of the overage in the budget for the office renovation project in the amount of \$8,000.00. He also noted that there are monies left over from the police vehicle budget. He noted that the temporary office trailer that was paid for out of the office renovation budget, hadn't been expected to be covered. Therefore, the town is still technically under budget for that project. Councilman Taylor made a



motion we reimburse ESRM for the \$8,000.00 they paid the town for the office project. Seconded by Councilman Nicholson.

- a. Ayes- Nicholson, Taylor, J. Welch, S. Welch
- b. Absent- D. Matthews, C. Matthews

S. Welch- Councilman Welch suggested that following the December 12 town council meeting, the council and town associates/residents enjoy dinner and fellowship together. The council agreed to have a shortened December meeting (as it is possible) and then join either at the PVFC banquet hall or possibly at Off The Rails restaurant (as it is possible). More information will be posted regarding the location prior to the meeting. Councilman Welch noted that the budget allowed for increased Christmas bonuses. Councilman Welch made a motion to approve the bonus amount of \$500 for full-time employees, paid on the first check of December. Seconded by Councilman Taylor.

- a. Ayes- Nicholson, Taylor, J. Welch, S. Welch
- b. Absent- D. Matthews, C. Matthews

J. Welch- Councilwoman Welch reported the Neuter Scooter is scheduled for 11/22/22 and is fully booked.

C. Matthews- Absent.

D. Matthews- Absent.

H. Nicholson- No report.

Mayor's Report- Mayor Russell requested that Clerk Lewis and Mr. George Duer obtain an estimate to repair the fence behind the wastewater plant. He noted the Trunk-or-Treat was a huge success and we served over 800 hot dogs. He also noted there will be a free Thanksgiving dinner on Thanksgiving Day at the PVFC Banquet Hall, provided by Friends for a Better Parksley Association and volunteers. It will be take-out only. The Old Fashioned Christmas event will be held on December 2 from 5-7 pm. Mayor Russell asked Clerk Lewis to order new nameplates for the town council members and table skirts used for meetings.

Adjourn- Councilman Taylor made a motion to adjourn the regular meeting at 8:24 p.m. Seconded by Councilwoman Welch. The meeting was adjourned.

- a. Ayes- Nicholson, Taylor, J. Welch, S. Welch
- b. Absent- D. Matthews, C. Matthews



X *Frank A Russell ii*

Frank A Russell ii 12/12/2022
Mayor

X *Lauren Lewis*

Lauren Lewis 12/12/2022
Clerk