

Lebanon Town Council Monthly Meeting
Town Hall, Lebanon, VA
Tuesday, October 13, 2015
6:00 P.M.

Council Members Present: Nelson A. "Tony" Dodi, Mayor
J. C. Boyd, Vice Mayor
Hassel Kegley, Council Member
A. Doyle Fields, Council Member
DeAnna C. Jackson, Council Member
A. G. Griffith, Jr., Council Member
Scott J. Gilmer, Council Member

Staff Members Present: Michael L. Duty, Town Manager
Jackie L. Hubbard, Controller
Stephanie Burke, Clerk of Council
Mark Mitchell, Chief of Police

Others Present: Linda Tiller, Attorney, Proxy for Town Attorney

Staff Members Absent: Kevin Tiller, Town Attorney

- I. The meeting was called to order by Mayor Dodi.
- II. Prayer: Rev. Timothy Hankins, Lebanon Memorial United Methodist Church
- III. Pledge of Allegiance
- IV. Edit for items not on the agenda:

Upon motion made by Mr. Kegley, seconded by Mr. Boyd, the agenda was unanimously approved as edited to include the discussion of rescheduling the November monthly council meeting. The vote was as follows: Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Griffith, Aye; Mr. Gilmer, Aye.

- V. Edit and approve minutes from the 09/14/15 council meeting:

Upon motion made by Mr. Griffith, seconded by Mr. Kegley, the minutes from the 09/14/15 council meeting were unanimously approved. The vote was as follows: Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Griffith, Aye; Mr. Gilmer, Aye.

- VI. Approve accounts payable for the month of September:

Upon motion made by Mr. Boyd, seconded by Mr. Griffith, the accounts payable for the month of September were unanimously approved. The vote was as follows: Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Griffith, Aye; Mr. Gilmer, Aye.

- VII. Public Hearing to consider:

- A. An application submitted by White Mullins for a conditional use permit to place a mobile home on an individual lot located on Gay Street in an R-2 General Dwelling District.

VIII. Planning Commission Members Present:

Ralph Snead, Chairman
Michael L. Duty, Vice Chairman
Donald Ramey, Member
Tim Coleman, Member

Planning Commission Members Absent:

J. S. Easterly, Jr., Clerk
Stephen Quillen, Member

- A. The Town Council recessed from regular session, 6:09 P.M.
 - B. Mr. Snead, Chairman, opened the public hearing, 6:11 P.M.
 - C. Ms. Heather Peck addressed the Planning Commission and detailed her plans to purchase the property from Mr. Mullins and install a mobile home if the application is approved.
 - D. Upon motion made by Mr. Ramey, seconded by Mr. Duty, the Planning Commission unanimously voted to recommend that the application submitted by White Mullins for a conditional use permit to place a mobile home on an individual lot on Gay Street in an R-2 General Dwelling District be approved upon the condition that all regulations set forth by the Town of Lebanon Zoning Ordinance would be met. The vote was as follows: Mr. Snead, Aye; Mr. Duty, Aye; Mr. Ramey, Aye; Mr. Coleman, Aye.
- IX. Mr. Snead closed the public hearing, 6:17 P.M.
- X. The Town Council returned to regular session, 6:18 P.M.
- XI. Ralph Snead, Planning Commission Chairman, recommended on behalf of the Planning Commission that the application submitted by White Mullins for a conditional use permit to place a mobile home on an individual lot on Gay Street in an R-2 General Dwelling District be approved upon the condition that all regulations set forth by the Town of Lebanon Zoning Ordinance would be met.
- XII. Upon motion made by Mr. Kegley, seconded by Mr. Boyd, the Town Council unanimously voted to approve the application submitted by White Mullins for a conditional use permit to place a mobile home on an individual lot on Gay Street in an R-2 General Dwelling District upon the condition that all regulations set forth by the Town of Lebanon Zoning Ordinance would be met. The vote was as follows: Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Griffith, Aye; Mr. Gilmer, Aye.
- XIII. Jim Baldwin and Shane Farmer of the Cumberland Plateau Planning District Commission addressed the Council regarding available funding grants. Mr. Baldwin informed the Council that revitalization project grants were available and that, if approved, up to \$35,000 in funding would be allocated for use during the planning portion of the project, then, funding for engineers, architects and/or other needed professionals could be granted, and finally up to \$1,000,000 could be granted to complete the infrastructure portion of the project. Mr. Baldwin expressed his willingness to work with the Town to begin the application process. Mayor Dodi inquired if Cumberland Plateau could assist with the administration of the grant. Mr. Baldwin advised that they are able to assist with the administration and that their fees could be included in the grant

request. Mr. Shane Farmer explained the process of submitting the grant application to the Council.

Upon motion made by Mr. Boyd, seconded by Mr. Gilmer, the Council unanimously authorized Cumberland Plateau Planning District Commission to manage and administer the Town's revitalization grant application(s). The vote was as follows: Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Griffith, Aye; Mr. Gilmer, Aye.

XIV. Public Requests: None.

XV. Town Manager's Report: Mr. Duty presented the town manager's report for the month of September. Mr. Duty informed the Council that a new sanitation truck had been purchased and received, and provided the status of upcoming traffic light replacements. Ms. Jackson inquired about work being performed at the Veterans Memorial Park. Mr. Duty explained that the flag poles at the Veterans Memorial Park were being modified to allow for better flag lighting and to allow for easier raising/lowering of the flags.

A. Police Department Report: Chief Mitchell presented the police department report for the month of September.

XVI. Town Attorney Report: Ms. Tiller informed the Council that Mr. Kevin Tiller had prepared multiple proposed property ordinances for the Council to review and that she could distribute and discuss these with the Council during closed session.

XVII. Old Business: None.

XVIII. New Business:

A. Upon motion made by Mr. Boyd, seconded by Mr. Griffith, the Council unanimously voted to appoint Ms. DeAnna C. Jackson to fill the Lebanon Planning Commission vacancy. The vote was as follows: Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Griffith, Aye; Mr. Gilmer, Aye.

B. Upon motion made by Ms. Jackson, seconded by Mr. Boyd, the Council unanimously voted to schedule the annual Christmas parade for 6:00 P.M. on the first Monday of each December. The vote was as follows: Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Griffith, Aye; Mr. Gilmer, Aye.

C. Upon motion made by Ms. Jackson, seconded by Mr. Griffith, the Council unanimously voted to appoint Mr. Hassel Kegley as the 2015 Christmas parade marshal and to set the parade theme as "Old Time Christmas". The vote was as follows: Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Griffith, Aye; Mr. Gilmer, Aye.

XIX. Committee Reports and Recommendations: None.

XX. Recess: 6:46 P.M.

XXI. Resume: 6:51 P.M.

XXII. Enter closed session: 6:51 P.M.

- A. Upon motion made by Mr. Boyd, seconded by Mr. Fields, the Town Council unanimously voted to go into closed session under Code Section 2.2-3711 for the purpose of discussing (1) personnel, (5) prospective business and (7) legal issues. The vote was as follows: Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Griffith, Aye; Mr. Gilmer, Aye.
- B. Upon motion made by Mr. Boyd, seconded by Mr. Kegley, the Town Council unanimously voted to return to regular session. The vote was as follows: Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Griffith, Aye; Mr. Gilmer, Aye.
- C. Stephanie Burke, Clerk of Council, presented the Roll Call Vote:

Do you certify that to the best of your knowledge, the Town Council in its' closed session; only discussed business matters lawfully exempted from the public meeting requirements of the Freedom of Information Act; and that only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting.

The roll call vote was as follows: Mayor Dodi, Aye; Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Duty, Aye; Mr. Gilmer, Aye; Mr. Griffith, Aye.

XXIII. Adjourn closed session: 7:36 P.M.

XXIV. Upon motion made by Mr. Boyd, seconded by Mr. Kegley, the Council voted to terminate Mr. James Settle's employment with the Town as agreed under the probationary employment period. The vote was as follows: Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Griffith, Aye; Mr. Gilmer, Abstain.

XXV. Upon motion made by Mr. Boyd, seconded by Mr. Kegley, the Council unanimously voted to employ Mr. Kevin Stallard as a street department laborer on a full-time basis and to include a one-year probationary period. Employment will be conditional upon the acceptance of the employee work agreement. The vote was as follows: Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Griffith, Aye; Mr. Gilmer, Aye.

XXVI. Upon motion made by Mr. Boyd, seconded by Mr. Kegley, the Council unanimously voted to reschedule the November 2015 regular council meeting to Monday, November 16, 2015 at 6:00 P.M. The vote was as follows: Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Griffith, Aye; Mr. Gilmer, Aye.

XXVII. Upon motion made by Mr. Boyd, seconded by Mr. Kegley, the Council unanimously voted to adjourn. The vote was as follows: Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Griffith, Aye; Mr. Gilmer, Aye.

Adjourn monthly meeting: 7:41 P.M.


Nelson A. "Tony" Dodi, Mayor


Stephanie L. Burke, Clerk of Council

Minutes recorded by: Stephanie L. Burke, Clerk of Council
Minutes prepared by: Stephanie L. Burke, Clerk of Council
Minutes approved by: Michael L. Duty, Town Manager