

Lebanon Town Council
Regular Monthly Meeting
Town Hall, Lebanon, Virginia
Monday, January 11, 2021
6:00 P.M.

Council Members Present: Nelson A. "Tony" Dodi, Mayor
DeAnna C. Jackson, Vice- Mayor
A. Doyle Fields, Council Member
Scott J. Gilmer, Council Member
Mary J. Stanley, Council Member
M. Elijah Leonard, Council Member
W. Bradley Lambert, Council Member

Staff Members Present: Kevin L. Blankenship, Town Manager
A. Diane Nunley, Clerk of Council
Richard Eric Deskins, Chief of Police
Kevin D. Tiller, Town Attorney

I. The meeting was called to order by Mayor Dodi.

II. Prayer: Mr. Blankenship

III. Pledge of Allegiance

IV. Edit for items not on the agenda:

Upon motion made by Ms. Stanley, seconded by Mr. Leonard, the agenda was unanimously approved. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

VI. Edit and approve minutes from the 12/14/20 regular council meeting.

Upon motion made by Mr. Fields, seconded by Mr. Lambert, the minutes from the 12/14/20 regular council meeting was unanimously approved. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

VII. Approve accounts payable and capital assets for the month of December:

Upon motion made by Mr. Gilmer, seconded by Mr. Fields, the accounts payable for the month of December was unanimously approved. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

VIII. New Business

A. Award HVAC Bid for Russell Theater

Mr. Blankenship recommended, based upon his meeting to review the HVAC bids with the General Contractor Keith Steffey, to award Starnes, Inc. the bid with the option one choice at the lowest bid amount of \$67,000.

Upon motion made by Mr. Gilmer, seconded by Mr. Fields, the Town Council unanimously voted to award, to the low bidder, Starnes, Inc. the HVAC Bid on the Russell Theater for the amount of \$67,000. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

B. Award Bridge Inspection Proposals

Mr. Blankenship advised that he recommended to award RS&H the Bridge Inspection proposal, based upon his review of the proposals.

Upon motion made by Mr. Gilmer, seconded by Mr. Lambert, the Town Council unanimously voted to award the Bridge Inspection proposals to RS&H for a three-year term. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

IX. Public Request:

Jess Powers, Emergency Services Director, advised the Town Council that he had never received direction from the Emergency Management director to proceed with the Town of Lebanon's FEMA application. The Town of Lebanon's total claim amount is \$78,000.00. Mr. Powers advised that he has approached the Russell Board of Supervisors to fund the Town of Lebanon under FEMA or if possible, utilize the CARES Act Funds. He stated that he has requested additional staff or overtime to help him work on FEMA applications plus cover some of his responsibilities during this COVID pandemic. So far, he has not been granted his request for overtime. Russell County is reimbursed 57% for the administrative hour wages that Mr. Powers and Levi Horton, the Deputy Coordinator work. Mr. Powers stated that Carl Rhea is Emergency Management Director.

Oris Christian, Russell County Supervisor at Large, advised the Town Council that Mr. Powers has worked diligently to take care of all of Russell Counties COVID issues plus, help with all the flood applications with FEMA that the Mr. Rhea will allow him process.

Mayor Dodi expressed his appreciation for Mr. Powers and Mr. Christian attending the Town Council meeting to answer to questions that each Town Council member had.

X. Town Managers Report

Mr. Blankenship advised that he attended a meeting with Debbie Milton with Cumberland Plateau Planning Commission concerning the Downtown Revitalization project. As of today, no business has applied for the Micro Loans. The Budget for the Downtown Revitalization project has \$50,000 set aside for local businesses to receive as a micro loan. Mr. Blankenship recommended to revisit the budget to move these funds over for façade improvements in the Downtown area.

Upon motion made by Mr. Gilmer, seconded by Ms. Stanley the Town Council unanimously voted to dissolve the micro loans element in the Downtown Revitalization project and to work with Ms. Milton, Administrator, to place the funds in a different element in the Town's Downtown Revitalization project. The vote is as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

Mr. Blankenship advised that Ms. Milton requested the Town of Lebanon implement a Program Income Plan designed in the event that the Town of Lebanon received any revenue in the Downtown Revitalization project.

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council unanimously voted to approve the Virginia Community Development Block Grant Program Income Plan as presented and to authorize Mayor Dodi to sign the said document. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

Mr. Blankenship requested to speak with the Town Council in closed session regarding two personnel issues.

XI. Chief of Police Report

Chief Deskins discussed the police report. Chief Deskins updated the Town Council regarding the Shop with a Cop back in December 2020. He advised the Police Officers shopped with twenty kids allowing \$250.00 per child. Mayor Dodi commended Chief Deskins and the Police Officers on the Shop with a Cop program.

XII. Town Attorney Report

Mr. Tiller advised that he had items to discuss in closed session.

XIII. Committee Reports

Mr. Leonard, Street Chairman, advised that the Street Committee met on January 5, 2021. He advised that the Street Committee's main focus was on the State Street funds. He stated that the Town received \$944,464.00 in Urban Maintenance Funds. They now have a balance of around \$823,000.00 in remaining funds. Mr. Leonard advised that he would like for Mr. Blankenship to focus on State Street to utilize these funds. He stressed to utilize the Urban Maintenance Funds when possible to save on the General Fund. Mr. Gilmer advised to review all the Town Street's budget and anything that can be used for the Urban Maintenance Funds to make changes.

Mr. Gilmer, Financial Chairman, advised that the CD's were coming due in February 2021. He advised that he would like for Mr. Blankenship to instruct Beverly Stinson not to allow the CD's to renew until the Finance Committee could check rates at other Financial Institutions and then present a recommendation. Mr. Gilmer advised that all four Bond payments are due. Mr. Gilmer requested to eliminate the Escrow Account for the funds to toward the Bond payment on the Community Center. Mr. Gilmer requested for Mr. Blankenship to continue keep records of COVID related expenses.

XIV. Other Business

A. Summer Events Discussion

Mayor Dodi advised that Cedar Fest was scheduled for the middle of June 2021 plus other events scheduled later in the year of 2021. The Town Council discussed their concerns due to the COVID pandemic. The Town Council agreed to maybe just schedule one event for Fall 2021.

B. Reopening Town Hall & Community Center Discussion

Mayor Dodi advised that the Governor of Virginia's executive order with all limitations ends January 31, 2021 at 11:59 P.M. The Town Council agreed to keep both offices closed at least until January 31, 2021.

XV. Enter closed session: 7:28 P.M.

A. Upon motion made by Mr. Fields, seconded by Ms. Stanley, the Town Council unanimously voted to go into closed session under Code Section 2.2-3711(A)(1) (7) for the purpose of personnel recommendation by the Town Manager and legal. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

B. Upon motion made by Mr. Lambert, seconded by Ms. Stanley, the Town Council unanimously voted to return to regular session. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

C. A. Diane Nunley, Clerk of Council, presented the Roll Call Vote:

Virginia Code, 1950, Section 2.2-3712(D)

Do you certify that to the best of your knowledge, (1) the Town Council in its' closed session; only discussed public business matters lawfully exempted from open meeting requirements under this Chapter and (2) 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 by the Town Council. Any member of the Town Council who believes that there was a departure from the requirements of clauses (1) and (2), shall so state prior to the vote, indicating the substance of the departure that, in their judgment, has taken place.

The roll call vote was as follows: Mayor Dodi, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Tiller, Aye; Mr. Blankenship, Aye; Chief Deskins, Aye.

XVI. Adjourn closed session: 9:36 P.M.

XVII. Upon motion made by Mr. Fields, seconded by Mr. Gilmer, the Town Council unanimously voted to hire Michael Ward for the position of Community Police Officer at the discussed salary. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

Upon motion made by Mr. Fields, seconded by Mr. Lambert, the Town Council unanimously voted to adjust the pay raise for the Water Plant Employee at the discussed rate. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

Mayor Dodi advised that the Town received 10 applications for the Accounting Assistant position. The Town Council agreed to interview Janice Halsey, Derrick Lester, Jennifer Duty and Regina Duty.

XVIII. Adjourn: 8:10 P.M.

Upon motion made by Mr. Lambert, seconded by Mr. Fields, the Town Council unanimously voted to adjourn to reconvene on January 28, 2021 at 4:30 P. M. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.


Nelson A. "Tony" Dodi, Mayor


A. Diane Nunley, Clerk of Council

Minutes recorded by: A. Diane Nunley, Clerk of Council
Minutes prepared by: A. Diane Nunley, Clerk of Council