

Lebanon Town Council
Reconvened Meeting
Town Hall, Lebanon, Virginia
Tuesday, July 20, 2021
5:00 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
M. Elijah Leonard, Council Member
W. Bradley Lambert, Council Member

Council Members Absent: Mary J. Stanley, Council Member
Attended remotely by phone

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

Staff Members Absent: Kevin D. Tiller, Town Attorney

- I. The meeting was called to order by Mayor Dodi.
- II. Prayer: Mr. Blankenship
- III. Pledge of Allegiance
- IV. Public Request

Randy Cross and Mary Cross property owners at 31 North Church Avenue presented pictures concerning the nuisance issue at the North Church Avenue property adjacent to them. Mr. Cross advised that his wife had contacted the property owner to request they clean up the property, but nothing has been done so far. Mr. Cross expressed the issues regarding animals living on the property. Mayor Dodi advised that the property owners have been notified by the Town regarding the nuisance issue. Mayor Dodi stated that since the property owner has not responded the nuisance issue would be turned over to the Town Attorney to take legal action. Mr. Leonard advised that this Town Council are looking at nuisance issues very serious. Mr. Cross advised that the property across from his property has some nuisance issues also. Mr. Gilmer advised that the Decker property across from Mr. Cross's property is in compliance with the Town Ordinance according to the judge. Mr. Cross suggested the Town work with him to get the parking area paved at his building on Main Street and he would allow the Town to use the area for parking. He stated that the water and sewer line need to be replaced before any paving work starts. The Town Council advised that they would contact Mr. Hughes to look at the water and sewer lines.

Lebanon Senior League Donation Request

Mr. Lambert advised that the Lebanon Senior League 9–10-year-old finished fourth in the State. He stated that the Town Council donated to the Lebanon Little League girls 9-10-year-old \$500 that went to State which was played out of Town. He advised that even though the boys team played in Coeburn, they incurred cost for the jerseys and hats in the amount of \$435. He suggested the Town Council approve a donation to help bear the expenses. The Town Council discussed donating to the Lebanon Senior League. Mr. Thad Lambert, coach, along with a couple team members was present. Mr. Thad Lambert advised that the team only had a weeks' notice that they were in the State playoffs.

Upon motion made by Mr. Lambert, seconded by Ms. Jackson, the Town Council unanimously voted to donate \$250 to Lebanon Little League senior league division. The vote was as follows: Ms. Jackson Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

V. Items for Discussion

Outside Agency for consolidation regarding the Fire Department

Mr. Gilmer stated that he followed up with Mr. Blankenship regarding the closed session discussion with the Lebanon Fire Department concerning an independent source reviewing the procedures of the Lebanon Fire Department. Mr. Gilmer stated that it was his understanding from that meeting that Mr. Blankenship was to reach out to an agency not the Lebanon Fire Department. He advised that it was the Town making the request therefore he felt Mr. Blankenship should be the contact source for this request.

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council unanimously voted for Mr. Blankenship to see if funding is available through the Virginia Fire Department Agencies to arrange an independent review of the Lebanon Fire Department. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye, Mr. Leonard, Aye; Mr. Lambert, Aye.

Lane Group PER's schedule and timeline

Ms. Stanley advised that she, Mr. Blankenship and Chris Pritt met with Kevin Heath with The Lane Group to discuss the PER. She advised that PER's updated numbers was emailed to everyone.

Upon motion made by Mr. Lambert to allow the Lane Group to complete a grant application with DEQ or other grant sources to see how much money would be available for the Town to complete some or all of the projects suggested by the Lane Group. The motion failed for lack of a second.

Mr. Chris Pritt advised that the Town along with the Lane Group phased and prioritized the projects therefore some of the projects was pushed to a Phase II for now. He stated that the DEQ funding ends in July for this year funds. Mr. Pritt stated that once the application is completed, DEQ reviews all the applications received and then makes the Town an offer. At that time the Town may accept the offer or decline.

Upon motion made by Mr. Lambert, seconded by Mr. Gilmer, the Town Council unanimously voted for the Lane Group to process an application with DEQ for this specific project. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

Mr. Gilmer requested Mr. Blankenship reach out to Matthew Lane concerning the PER's to get them on schedule and future work as well.

Police Department Radios

Chief Deskins advised that he reached out to get a quote for the radios, but it wasn't completed by today. He stated that the County uses a higher voltage radio than what the Town Officers will need.

State Championship signage

Mayor Dodi advised that the Town Council had discussed signage for all the State Championship Teams. He requested if anyone has a certain design or thoughts regarding the State Championship Team signage to let him know. Mayor Dodi requested Mr. Gilmer reach out to Nathan Brown for an idea design concerning the signage.

Employee Picnic Gift

Mayor Dodi advised that the Town of Lebanon annual picnic is scheduled for August 17, 2021. He stated that the Town always provided a gift for each employee. Ms. Jackson suggested getting the Coleman chairs that the Town provided during the Bicentennial year for each employee.

Upon motion made by Ms. Jackson, seconded by Mr. Lambert, the Town Council unanimously voted to approve for Ms. Nunley to order the Coleman chairs plus a pullover for all the full time Town of Lebanon employees and a pullover for all seasonal or part-time Town of Lebanon Employees as an appreciation gift from the Town Council. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council unanimously voted to approve \$125 bonus for each Town of Lebanon full-time employee. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

Telemetry Update

Mr. Blankenship presented an update regarding the Telemetry project. He stated that Mr. Taylor is sending a list of items needed to start the installation.

Uniform Rentals

Mr. Lambert advised that Cintas and Aramark both offers the same service but with different products. He advised that some of the Town Employees was not pleased with the products from

Aramark plus the service with Aramark has not been great. Mr. Lambert stated that the Town Employees liked the Carhart jeans from Cintas and the shirts.

Upon motion made by Mr. Lambert, seconded by Mr. Fields, the Town Council unanimously voted to change the Town of Lebanon Employee Uniform service from Aramark to Cintas for a period of three years with a 30-day termination clause. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

VI. Parks & Recreation-Shane Farmer

Mr. Farmer presented information regarding the Town yard sale plus a list of food trucks that is planning to attend the event. Mr. Farmer advised that he reached out to girls' softball teams to see if they were interested in playing in a league here at the Town field every Tuesday that would consist of two games. Mr. Farmer presented the Russell Theater façade write up. Mr. Farmer advised that Ben Morris, DJ playing Carolina Beach music and classic soul, stopped by the Recreation Center today. Mr. Morris was requesting to DJ music prior to the Beach Party for \$100. The Town Council requested more information regarding Mr. Morris. Mr. Farmer advised that Dylan Smith is hosting a wrestling camp at the Recreation center this Saturday. Mr. Farmer advised that he would contact each council member weekly with updates and to have an open line of communication.

VII. Items for Discussion continue

Town Field Lights (timer)

Mr. Gilmer questioned if the Town needs a timer on the ballfield lights. Mr. Blankenship advised that timer has been removed because the walking trail lights are on at night. He stated that if the ballfield lights were on a timer they would be on every night even if no one was playing ball therefore they changed to just a switch to turn the lights on only when someone is using the ballfield.

Splash Pad Recirculation

Mr. Farmer advised that he has reached out to National Pools. They are calling him back tomorrow to discuss changing the water at the Splash Pad to a recirculation system. Mr. Blankenship advised that he and Chris Dye was in the process of changing the lights out at the pool to LED lights.

Chief Deskins presented a recommended pay scale for the Police Department.

Upon motion made by Mr. Leonard, seconded by Ms. Jackson, the Town Council unanimously voted to approve the pay scale for the Lebanon Police Department as presented by Chief Deskins. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

VIII. Recess: 8:00 P.M.

IX. Resume: 8:19 P.M.

X. Items for Discussion continue

Theater Pavilion

Mr. Gilmer advised that he spoke with Nathan Brown concerning the adjacent lot to the Russell Theater. Mr. Gilmer advised that the original plan was that the theater not have a lobby. Therefore, it was recommended for the Town to have a community space at the adjacent lot. Nathan Brown created some ideas using the adjacent lot which Mr. Gilmer presented to the Town Council. He discussed each of Mr. Brown's drawing ideas.

Upon motion made by Mr. Gilmer, seconded by Ms. Jackson, the Town Council unanimously voted to move forward with the proposal by Nathan Brown with Barrington Landscape for a master landscape plan for the Russell Theater Park using grant funds. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

Bid Lohr Street Wall Project

Mayor Dodi discussed the Lohr Street Wall project, he suggested to bid out the project instead of using the Town Employees.

Upon motion made by Mr. Gilmer, seconded by Mr. Lambert, the Town Council unanimously voted to approve to advertise for bid the Lohr Street Wall project with a break down of labor and materials. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye, Mr. Leonard, Aye, Mr. Lambert, Aye.

AEP quote for Downtown Lighting

The Town Council discussed the quote from AEP for the Downtown Lighting using the Downtown Revitalization grant funds to purchase the materials and using Urban Maintenance funds for labor.

Upon motion made by Ms. Jackson, seconded by Mr. Leonard, the Town Council unanimously voted to move forward with the Decorative Downtown Lighting project. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

Hicok, Brown & Company

Mr. Blankenship advised that the Town Council needed to approve the contract with Hicok, Brown & Company for the pre-audit service they provide for the Town of Lebanon. Mr. Gilmer requested Mr. Blankenship get approval from the Town Attorney before signing the document.

Upon motion made by Mr. Gilmer, seconded by Mr. Lambert, the Town Council unanimously voted to approve the contract with Hicok, Brown & Company as presented. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

Clockwise System

Mr. Blankenship advised that the Clockwise System charges a monthly fee of \$5 per employee. He advised that with the Clockwise System a free app is downloaded so the employees can use their computer to clock-in and some locations the Town buy I-Pads for the employees to use. Southern Software charges a one-time fee of \$800 to use Clockwise on their system.

Upon motion made by Mr. Lambert, seconded by Mr. Gilmer, the Town Council unanimously voted to move forward with the Clockwise System as the Town's new clock-in system and approve the one-time Southern Software fee. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

iCloud System

Mr. Gilmer requested if anyone knew of other systems to use to scan document into rather than the iCloud System. Mr. Lambert stated he would like to see a more up to date system than hand-written purchase orders with no way to track them. The Town Council requested speak with Carlton Elliott to get advice concerning scanning systems or just use Southern Software. The Town Council request for Carlton Elliott to train each employee concerning the danger of opening emails that could be spam.

Sky Solar

Mr. Leonard presented a quick overview of the meeting with Sky Solar Holding group. Sky Solar install the solar panels which will generate 80% of the power the other 20% of the power will come from AEP. He advised that they put all the capital investment in to buy the material and install the product therefore they offer a 15% discount on the power that is used by solar. Mr. Leonard advised that Sky Solar only offers a contract for 25-years. The Town Council agreed for Mr. Blankenship to contact Sky Solar that at this time the Town of Lebanon is not interested in their service.

Ad for Food City Pharmacy Bags

Ms. Nunley advised that Food City requested the Town place an ad on their Pharmacy Bags. The Town Council agreed to deny the request.

Auto Repair Nuisance Properties

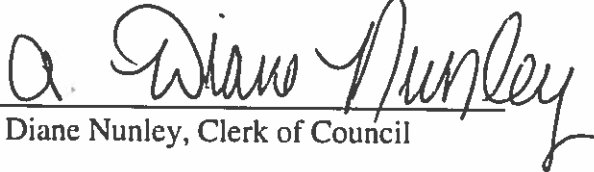
Mr. Blankenship presented pictures of the five Auto Repair Facilities within the Town. Mr. Blankenship requested guidance regarding the McGlothlin Property on Church Avenue. The Town Council requested for Mr. Blankenship to send information regarding the McGlothlin Property for the Town Attorney to proceed with legal action.

XI. Adjourn: 8:19 P.M.

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