

Lebanon Town Council
Regular Monthly Meeting
Town Hall, Lebanon, Virginia
Monday, September 13, 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

Council Member Absent: W. Bradley Lambert, Council Member

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

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

Upon motion made by Mr. Gilmer, seconded by Ms. Stanley, 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.

- V. Edit and approve minutes from the 08/16/21 regular council meeting, 08/17/21 reconvened council meeting.

Ms. Jackson advised that on the ARPA Committee Meeting minutes that she and Mr. Fields attended the meeting but neither of their names were listed in the minutes.

Upon motion made by Mr. Leonard, seconded by Mr. Fields, the minutes from the 08/16/21 regular council meeting, 08/17/21 reconvened council meeting with amended items was unanimously approved. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye.

- VI. Approve accounts payable and capital assets for the month of August:

Mr. Gilmer advised to add to the accounts payable for the month of August the A/P preliminary report August 2021-B.

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

VII. Public Hearing to consider

Historical Downtown Lighting – AEP Jim Porter

- A. The Town Council recessed from regular session, 6:07 P.M.
- B. Mayor Dodi opened the public hearing: 6:07 P.M.
- C. Mayor Dodi advised that letters were mailed to all the property owners in the proposed area concerning the Historical Downtown Lighting project. Mayor Dodi advised that the owner of Dominion Supply David Dye advised that the proposed light pole in front of his business was the location for his supply truck to unload therefore, Mayor Dodi requested Mr. Porter move the location of that said pole.
- D. Kris Myers property owner advised that after speaking with Mr. Porter, he answered all her questions. She stated that this is an excellent idea to which the lighting will add to the renovation beautification for the Town.

VIII. Mayor Dodi closed the public hearing, 6:10 P.M.

Mayor Dodi requested an update from Mr. Leonard regarding funds for the Historical Downtown Lighting project. Mr. Leonard advised that the project would be spread over two fiscal years using Urban Maintenance Funds plus funds from the General Fund. Mr. Porter suggested the Town move forward with ordering the poles and fixtures due to the ongoing increasing prices plus delay in receiving items. Mr. Gilmer questioned Mr. Porter since the Town is planning to extend this project over two fiscal years, would he recommend ordering the poles, fixtures plus retrofit the existing poles with LED lights this fiscal year then move forward the next fiscal year to install the poles. Mr. Porter stated that due to the change in industry it would be smarter to retrofit the existing lights to LED now. Mr. Porter presented the color of the new LED lights.

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

Mr. Gilmer requested the Finance Committee work with Street Committee regarding funding for the Historical Downtown Lighting project. Mr. Leonard questioned who would store the poles and fixture once they were received. Mr. Porter advised that the poles and fixtures would be shipped to the Town of Lebanon.

IX. Public Request

Angie Carpenter with the Chamber of Commerce advised that she would like the Town Council's approval regarding planning a Haunting on Main. She stated that the Chamber board approved for her to start planning the event but with concerns of COVID for children the event would be outside. Mayor Dodi stated his concerns of an increase in COVID cases within the

area, but he would not oppose in moving forward planning the Haunting on Main to see how the situation is with COVID in October. All the Town Council agreed for Ms. Carpenter to move forward in planning the Haunting on Main event but wait until closer the event date to publicly advertise.

Ms. Carpenter advised that she is interested in organizing a Lebanon Business Association. The Town of Lebanon businesses would meet to have a more unified voice concerning their desire for the Town. She requested Mary Stanley from the Town Council to be a part of the group. All the Town Council agreed for Ms. Carpenter to move forward organizing the Lebanon Business Association.

Stephen Rasnake

Chief Deskins advised that he had spoken with Mr. Rasnake and handled his concerns, therefore Mr. Rasnake will not be attending the meeting tonight.

R. D. Snead, local realtor, introduced Mr. and Mrs. Jason Zombek that recently purchased a lot on Fields Avenue and placed a beautiful double wide on the lot. Mr. Snead advised that Mr. Zombek requested some information that he wasn't sure he could answer therefore, he requested guidance from the Town Council regarding Mr. Zombek's questions. Mr. Snead stated that one of Mr. Zombek's questions was concerning the permanent foundation. The conditional use permit requires a permanent foundation does that mean just the inside blocks as foundation or does it require an outside decorative foundation. Mr. Snead advised that he had researched HUB regulations, they only require inside block as permanent foundation, but they must be tied down. Mr. Snead advised that Mr. Zombek's Brick Mason would not be available to adding an outside foundation until November. Mr. Snead advised that the second question is concerning the underground electrical. Mr. Snead stated that Mr. Zombek questioned where is states that you must have your electrical underground, Mr. Snead advised that this information is on the plat. Mayor Dodi questioned Mr. Tiller as if HUB approved the inside foundation as permanent foundation would the Town follow those guidelines. Mr. Tiller stated it was to what the Town envisioned when they approved the permit regarding the permanent foundation. Mayor Dodi advised that the Planning Commission made the recommendation to the Town Council therefore they needed to define what their thoughts are regarding a permanent foundation. Mayor Dodi advised that regarding the underground electrical if the potential buyers were advised of the required underground electrical lines before any of the lots were sold. Mr. Snead stated that Mr. Zombek purchased the lot with Greg Fields, therefore Mr. Zombek stated that the underground electrical lines was not disclosed to him. Mr. Zombek advised the Town Council that he took Mr. Fields word concerning purchasing the property and didn't conduct his own research. Mr. Zombek advised that it would take time to get the underground electrical line in therefore, he is paying \$1200-\$1500 a week for him and his family to live in a motel. Mr. Zombek stated that his concerns were for the potential buyers of the next two lots that all the requirements on the lots should be disclosed to them before their purchase.

X. New Business

ARPA Committee Recommendations

Mr. Gilmer, Chairman of the ARPA Committee, advised that he didn't have any motions to bring before the Town Council for approval at this time.

DTF Office Project

Mayor Dodi advised that the DTF Office Project needed to be discussed under legal in closed session.

Splash Pad Recirculation Quote

Mayor Dodi advised that the quote for the Splash Pad Recirculation from National Pools is in the Town Council agenda packets. He advised that the National Pools presented three quotes one is for the Splash Pad Recirculation, second one maintenance for chemicals for the kiddie pool and the third one for heating the pool. Mr. Farmer advised that the earliest National Pools would be able to start any of these projects should be around December 2021. Mr. Gilmer advised that possibly two of these projects should fall under water conservation which would be covered by water infrastructure using ARPA funds. Mr. Leonard stated that the Splash Pad Recirculation project would pay for itself within a short period of time, when you are using 2.5 million gallons to 3.5 million gallons per month in water. Mr. Leonard advised that the quote is not a turnkey job, there are some responsibilities that are listed for the Town. Mr. Leonard feels that the Town Employees are capable to fulfill all of the requirements. Mr. Gilmer advised that according to the Town of Lebanon's procurement policy this project amount would require another quote, therefore he requested Mr. Farmer reach out to the other company that previously quoted the renovation of the Town Pool plus make sure National Pools would extend their quote until after the October 12, 2021, Town Council meeting.

Web Cam Quote

Mr. Gilmer stated that he had requested the Web Cam Quote for the Town Council review. The Town Council agreed to table this quote for the present time.

Update VFSB-Fire Department Operation Review Program

Mayor Dodi presented an update regarding the VFSB Comprehensive Analysis Study for the Lebanon Volunteer Fire Department. He stated that he & Ms. Nunley had a conference call with Travis Rickman, manager for Virginia Department of Fire Programs regarding the Town of Lebanon's request for a Comprehensive Analysis study of the Lebanon Volunteer Fire Department. He advised that the VFSB Board will meet in Virginia Beach September 23, 2021, to review all applications received from different localities within the State of Virginia. Mayor Dodi advised that the VFSB usually provides comprehensive analysis studies for Counties not a Town, but they will make a decision to approve or deny the request at their meeting.

Flood Plan Update Visit

Mayor Dodi advised that he had a conference call regarding the Town of Lebanon Flood Plan. He stated that the Virginia Department of Conservation & Recreation will conduct a site visit to the Town of Lebanon on October 27, 2021, to discuss the Floodplain Management Program, therefore Russell County Building Inspector will attend to help answer questions because the Town follows guidance from the county.

ARC Grant Update

Mayor Dodi presented an update from the conference call that he and Mr. Farmer had with Jim Baldwin regarding the ARC Grant. He advised that the final approval for the ARC Grant would be the end of this month. He advised that Mr. Farmer has been working on the potential preliminary bid packets concerning the interior of the Russell Theater which he may need to make changes based upon the requirements once the ARC Grant is approved.

State Championship Signage

Mayor Dodi presented a proposed State Championship signage by Nathan Brown. Mayor Dodi advised that one sign would be installed off Exit 1 and another on Pittston Road. Mayor Dodi stated that he would work with Nathan Brown, Keith Steffey and the Sign Shop to prepare a preliminary cost for the State Championship signage for the October Town Council meeting. Mr. Gilmer requested to add sodding as part of the plan of the signage at Exit 1.

Mayor Dodi presented a proposal from Southern Corrosion for painting and maintenance for the Town of Lebanon's water tanks. He suggested the Water and Sewer Committees meet to discuss and review the proposals.

XI. Chief of Police Report

Chief Deskins presented an updated monthly report. Chief Deskins advised that after speaking with the gentleman concerning ordering new radios for the Police Officers that they advised him that financing is available if the Town is interested. The Town Council agreed for Chief Deskins to get two quotes one with and one without financing.

XII. Town Attorney Report

Mr. Tiller requested to speak with the Town Council in closed session.

XIII. Committee Reports

Mr. Leonard, Street Committee Chairman, presented an update regarding the Urban Maintenance Funds, that as of today the Town expenses for State Street are \$213,596.72. He stated that the Lohr Street Wall quote initially figured an 8-inch-thick wall to refurbish it with a cap on top. After discussing the project with Mr. Hughes, Mr. Leonard feels a 6-inch wall will be sufficient with a top cap plus if in the future the Town would like a decorative look by adding the stacked rock to match all the Town's signage. Mr. Leonard recommended that due to extending the wall on Lohr Street, he recommended to eliminate the parking spaces at the reality office because it will narrow the space at the top of the road. Mr. Gilmer stated that he would like to move forward with the Lohr Street Wall.

Mr. Leonard questioned Chief Deskins regarding the starting date for Officer Byars for the Police Academy. Chief Deskins stated that as of right now the classes will start the second week of January 2022. Chief Deskins stated he has not filed for an extension because as of now he would like to move forward for Officer Byars starting the Academy in January.

Mr. Gilmer Finance Committee Chairman advised that currently the Town has three CD's that will mature September 15, 2021. He stated that he does not have any Bank rates, therefore he recommended not to renew the CD's at this time but check the short time rates at First Bank & Trust plus check the rate on the LGIP accounts.

Mr. Gilmer recommended that Mr. Farmer check with Debbie Milton concerning the Downtown Revitalization funds on the streetscapes to have one invoice to draw down the \$22,000 for the approved Historical Downtown Lighting or add up all the smaller invoices concerning funds spent in the downtown area to get the money moved from the Downtown Revitalization Funds. Mr. Farmer advised that all the invoices regarding expenses in the downtown area need to be given to Ms. Milton to utilize the funds plus the remaining go toward the Town's match.

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

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

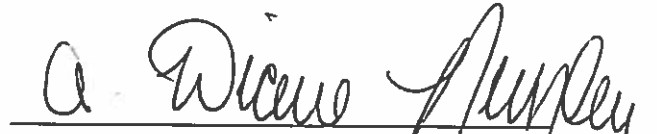
XV. Adjourn closed session: 10:00 P.M.

XVI. Mr. Gilmer stated that Russell County sent a check designated for the Lebanon Fire Department therefore he requested that the approximately \$15,000 in invoice request for equipment and gear from the Lebanon Fire Department be moved to the ARPA request under the Fire Department to be discussed at the next ARPA meeting.

XVII. Adjourn: 10:05 P.M.

Upon motion made by Mr. Fields, seconded by Ms. Jackson, the Town Council unanimously voted to adjourn to reconvene Thursday, September 23, 2021, at 3:00 P.M. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, 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