

Lebanon Town Council
Regular Monthly Meeting
Town Hall, Lebanon, Virginia
Tuesday, October 12, 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: Andrew R. Shortt, Town Manager
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: Nathan Brown Pastor Spring City Baptist Church

III. Pledge of Allegiance

IV. Edit for items not on the agenda:

Ms. Stanley requested to add Thanksgiving Dinner Discussion

Upon motion made by Ms. Stanley, seconded by Mr. Lambert, the agenda as amended 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.

V. Edit and approve minutes from the 09/13/21 regular council meeting, 09/23/21 reconvened council meeting.

Upon motion made by Mr. Leonard, seconded by Ms. Stanley, the minutes from the 09/13/21 regular council meeting, 09/23/21 reconvened 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.

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

Mr. Gilmer advised to add the additions as presented for Accounts Payable.

Upon motion made by Mr. Gilmer, seconded by Mr. Fields, the accounts payable for the month of September 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; Mr. Lambert, Aye.

Mr. Gilmer advised that he had spoken with Ms. Stinson concerning the duplication of the accounts payable due to software issues. He discussed the Downtown Revitalization Funds, Urban Maintenance and ARPA Funds with Ms. Stinson to make sure each purchase was taken from the correct account.

VII. Public Request

Aaron Bostic-Cedar Fest

Mr. Bostic advised that he would like to discuss about changing the Gospel part of Cedar Fest 2022 with the Town Council. Mr. Bostic advised that for the last five years he and his wife had the honor to sing gospel music with Sam Whited. He stated that Mr. Whited passed earlier this year. Mr. Bostic presented his desire to host an annual Gospel Festival in memory of Sam Whited. He stated the need to change the event day from Sunday to a Saturday due to conflict of church services. Mr. Gilmer stated his concerns with the production company bringing the stage to Lebanon for multiple weekends due to the extra charge. Mr. Bostic advised that most of the cost would be absorbed by sponsors for the Gospel Festival event. Mayor Dodi advised that he spoke with Kent Martin with SRO Production concerning the stage. Mr. Martin agreed to leave the stage in Lebanon to use for both weekends. The Town Council agreed to help advertise the Gospel Festival for Mr. Bostic.

Angie Carpenter with the Russell County Chamber of Commerce requested the Town Council's pleasure in moving forward with advertising the Haunting on Main Street event for October 30, 2021. The Town Council agreed to move forward with the Haunting on Main Street event. Ms. Carpenter requested the Town employees hang the Haunting on Main banner for her.

Bill Akers with the Lebanon Rescue Squad advised the Town Council that the Lebanon Rescue Squad was awarded a state funding grant. The grant would provide 80% of state funds with a 20% match to purchase a new COVID Ambulance that is specially equipped for infectious disease transports. Mr. Akers stated there is no ambulance in this area with these specifications. Mr. Akers requested the Town help with the 20% match. He stated that 20% of this expenditure is \$45,000 the County has agreed to donate \$30,000 therefore the Lebanon Rescue Squad is requesting the Town donate \$15,000 to help with this purchase. Mr. Akers advised that all they are requesting tonight is a commitment from the Town for the \$15,000 and will not actually need the funds until the Spring of 2022 when the vehicle is delivered. Mr. Akers advised the need for a LUCAS CPR Mechanical Compression Device which is included with the vehicle package. Mr. Gilmer questioned the funds from the County. Mr. Akers stated that the first \$15,000 was from the County's first ARPA funds, the second \$15,000 was an advancement from the County's second round of ARPA funds. Mr. Leonard stated he had spoken with Mr. Lester the County Administrator and the County gave all EMS and Fire Departments within Russell County \$15,000 plus another \$15,000 to all EMS and Fire Departments within the County when they receive their second round of ARPA Funds. Mr. Akers stated he would like an answer tonight because the Lebanon Rescue Squad employees are facing COVID patients on a daily basis therefore he feels the more you delay this process he feels it doesn't show appreciation for what the Rescue Squad

is doing. The Town Council responded to Mr. Akers previous statement that they all appreciate what the Lebanon Rescue Squad does for the community and reminded him of how the Town helped purchase the last vehicle for them. Mr. Gilmer advised that his suggestion would be to add the Lebanon Rescue Squad request to the list of other requests to be discussed at the next ARPA meeting. Mr. Nolan Stevens with the Lebanon Rescue Squad stated his appreciation for the Town, and he feels its an honor to serve the community. Mr. Leonard questioned Mr. Stevens and Mr. Akers concerning the business side of the Lebanon Rescue Squad as why they didn't take the extra funds from the County for day-to-day operation due to the financial struggle, they were experiencing instead of purchasing a \$200,000 vehicle. Mr. Akers stated that the board has reviewed these avenues, but he feels this is a great need due to the Rescue Squad having older vehicles they are needing replaced. Mr. Gilmer requested Mr. Akers provide a copy of the application and program designs for the ARPA meeting records, in case they need it for supportive documentation. Mr. Gilmer stated that he understood Mr. Leonard concerns regarding the Lebanon Rescue Squad need for funding assistance for operations, but they will discuss this matter in a ARPA Committee meeting.

VIII. New Business

State Championship Signage- Nathan Brown

Mr. Brown presented information regarding the State Championship signage. He stated that one sign will be located on West Main Street near Exit 1 and the other sign will be located near the old Walgreens building in the grassy area.

Upon motion made by Mr. Lambert, seconded by Ms. Jackson, the Town Council unanimously voted to move forward with both State Championship signs as presented. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

Russell Theater Pavilion- Nathan Brown

Mr. Brown presented a design for a pavilion for the adjacent lot just west of the Russell Theater. He advised that the south of the property was for parking with steps coming up with two terraces. The first terrace will bring you over to the basement level door and the top terrace bring you over to the front door of the Russell Theater which will provide a gathering for groups attending the theater. Mr. Brown stated he feels this project is feasible and a tremendous asset to the Russell Theater. Mr. Brown stated that he would estimate the cost of this project if bided to a contractor around \$250,000. Mr. Brown presented three different roof designs for covering the top terrace. Mr. Gilmer advised that his thoughts are to see how much of this project the Town Employees can do and what will need to be bid out. The Town Council agreed for Mr. Brown to meet with Mr. Shortt and the department heads to discuss what parts of project the Town Employees can do and be ready for the November meeting to let the Town Council know what part of the project will be bid out. The Town Council agreed on the Bungalow Roof design. Mr. Brown advised the Town Council that he wasn't licensed to provide Bid documents for the roof covering but he has a friend that is a licensed Architect that provided the drawings that can provide the bid documents also.

IX. Recess: 7:28 P.M.

X. Resume: 7:38 P.M.

XI. New Business

CD Rate Renewal

Mr. Gilmer advised that the CD's renewal date was last month which he advised Ms. Stinson to withdraw the CD's and place in the savings account at First Bank until the Town Council made a decision regarding the CD's. First Bank provided a rate of .60% for a one-year CD and the savings rate is .50%. Mr. Gilmer suggested just leaving the CDs in the savings account until the rates go up more. Mr. Gilmer stated he would put CDs on the agenda after the first of the year to reevaluate the rates at that time.

Cedar Fest 2022

Mayor Dodi discussed the information provided from Kent Martin with SRO Production regarding pricing for some of the artists that the Town Council had requested. Mayor Dodi advised that he ask about Ricky Skaggs for a bluegrass event at Cedar Fest, Mr. Martin let him know he is available and reasonable. The Town Council discussed Cedar Fest artists and days. The Town Council agreed to plan for Friday evening for Bluegrass and possible Artist line up Carson Peters and Iron Mountain, Jeff Brown and Still Lonesome, and Ricky Skaggs. The Town Council agreed to check on Creedance Revisited, and Parmalee, for Saturday Cedar Fest.

Christmas Parade Theme/Parade Marshal

Ms. Jackson presented a Christmas Parade Theme list for the Town Council to consider. The Town Council agreed to plan for the Old-Fashioned Christmas on the Lebanon School Lawn after the parade with Santa & Ms. Claus, Smores by Fire Department, food trucks, pictures, etc. The Town Council approved the Christmas theme "Celebrate the Miracle" and Dr. Norman Rexrode as parade marshal.

Upon motion made by Mr. Gilmer, seconded by Mr. Lambert, the Town Council unanimously voted to appoint Dr. Norman Rexrode as Parade Marshal. 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. Gilmer, the Town Council unanimously voted to approve the Christmas Parade Theme as "Celebrate the Miracle". 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 presented an update regarding the Thanksgiving Day Dinner. He stated that he had spoken with Mr. Long, principal of Lebanon High School and the cafeteria staff concerning the Thanksgiving Day Dinner. The Town Council agreed to plan on a sit-down meal at the High School with carry out and delivery for the Thanksgiving Day Dinner.

Soccer Field Restoration-Appalachian Turf

Mayor Dodi advised that at each Town Council's desk was a request from Appalachian Soccer Association. He stated that the IDA allowed the Appalachian Soccer Association to use their property located behind the Government Center as a soccer field. The IDA advised them that they could upgrade the field as desired. Mayor Dodi advised that the field is in poor condition, therefore the Appalachian Soccer Association stated the need for the field to be treated and requested the Town's financial help with this project. The Town Council discussed the project. Mr. Lambert suggested that Mr. Shortt contact Cowan Gilmer with Appalachian Turf to get a labor quote and the check price quote for the materials.

Town Hall Carpet

Mayor Dodi advised that several areas in the Town Hall needs the carpet replaced plus the Patrolman Room needs the flooring replaced. Mayor Dodi advised that he has received two quotes from local vendors.

Fogleman's Carpet	\$21,000.00
Keene Carpet	\$36,000.00

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council unanimously voted to approve the Fogleman Carpet quote to replace carpet in the Town Hall and replace flooring in the Patrolman Room. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye, Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

XII. Town Managers Report

Mr. Shortt presented a quote from LMC for barricade supplies. The quote is for road closure items. Mr. Shortt stated that currently when the Town has a Festival that they do not have enough supplies to close off roads and streets.

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council unanimously voted to move forward with purchasing the barricade supplies up to \$10,000 utilizing the Urban Maintenance Funds and Mr. Hughes getting a second quote. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

Mr. Shortt presented three quotes to purchase a Blue Diamond 42" Brush Cutter for the 308E2 Excavator. The lowest quote is Carter Machinery Company, Inc. for the amount of \$10,385.00.

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council unanimously voted to purchase the Blue Diamond 42" Brush Cutter from Carter Machinery Company, Inc. in the amount of \$10,385.00 utilizing the Urban Maintenance Funds. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye, Mr. Lambert, Aye.

Mr. Shortt stated that October 4, 2021, ended the copier least agreement with Hungate. Therefore, the Town Council needs to make a decision regarding the copier. He stated that he received quotes from Hungate and OnQueue, to either purchase the machine or least with a service maintenance agreement. Mr. Shortt discussed both quotes. Mr. Leonard expressed his

concerns with Hungate, he stated that the Town paid over \$9,800 in overage cost in the last five years plus they charge the Town taxes for both County and Town. Mr. Gilmer requested Mr. Shortt review the contract with Hungate concerning the copier for the Police Department to see, if possible, to get out of the contract with them.

Upon motion made by Mr. Lambert, seconded by Mr. Leonard, the Town Council unanimously voted to purchase the Toshiba E Studio 3515AC as presented with a 60-month maintenance contract with OnQueue. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

Mr. Shortt presented two quotes one from McCall Fencing and the other CL Fencing. The Town Council discussed both quotes. Mr. Lambert advised that he spoke with Mr. Farmer concerning the quotes. He stated that the McCall Fencing quote is the lowest bid, but he is 8 to 10 weeks out before he could start on the fencing. CL Fencing is \$135 more expensive, but he is local, and he can be ready in 2 to 3 weeks. Mr. Gilmer stated his concerns about the Dog Park, he advised that he is totally for the Dog Park, but he recommended having Nathan Brown look at the area and draw a design before any construction starts. The Town Council agreed for Ms. Stanley to work with Nathan Brown to design a plan for the Dog Park. Mr. Leonard requested Mr. Shortt reach out to both bidders and let them know the Town appreciated their bid, but they are planning to scale the project to make sure it is large enough and should award the project within 30-days.

Mr. Shortt advised that his was planning to meet with supervisors concerning the PER's to discuss and prioritize the needs stated in the PER to be able to inform the Town Council at the November meeting. He stated that he spoke with Chris Mullins concerning the DEQ offer item that he didn't totally understand. Mr. Mullins advised that DEQ would come up with an amount for a grant/loan fund as long as the Town agreed to a certain amount of loan fund.

Mr. Shortt advised that he met with J.R. Watson regarding the smart portal and the state of good repair program. He stated the application deadline for both programs are December 2021, for the fiscal year 2023. Mr. Shortt advised the Town Council that VDOT has identified two areas within the Town that the Town could apply for the state of good repair application. The index score must be under 60 to be qualified. One of the locations is Cleveland Road with an index score of 48 and the other is after you come under the underpass from Coal Temple to where Anchor Baptist Church used to be located with an index score of 58. The Town Council agreed for Mr. Shortt to apply for both locations.

Mr. Shortt stated that Mr. Hughes and Mr. Fields advised him that several of the Town Citizens would hit the button on top of the water meter boxes that gives radio signal with their lawn mowers. The cost per button to replace is \$25. He stated that during the summer months the average per month is between 15 to 20 to replace them. He stated that at this time the Town does not charge to replace the button, but the County gives one free per customer and then charges after that for each one replaced. The Town Council discussed this issue and agreed to keep the cost free to the customers.

Mr. Shortt advised that several of the banner arms are being hit on the poles downtown. He questioned if the Town Council would like the banners moved to the Street side. Mr. Shortt stated that there are break away arms and he would check on the pricing. The Town Council discussed this issue.

XIII. Recess: 9:30 P.M.

XIV. Resume: 9:45 P.M.

XV. Chief of Police Report

Chief Deskins presented an updated monthly report. Chief Deskins presented information regarding the purchase of a 2021 Ford Utility Police Interceptor SUV which should be totaled around \$44,000. Mr. Leonard stated that possibly the Town could utilize the insurance money from the wrecked Police vehicle and from the clock out front to purchase one Police vehicle and then use ARPA money to purchase another Police vehicle. Chief Deskins stated that the Police Officers would like to participate in the Shop with a Cop program again this year. Mr. Gilmer stated that Community Policing is very important for the officers to visit the businesses or show their presence and be seen throughout the Town. Chief Deskins advised that he would be sure to reiterate this information to the officers.

Upon motion made by Mr. Gilmer, seconded by Mr. Fields, the Town Council unanimously voted to purchase the 2021 Ford Utility Police Interceptor SUV as presented. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

XVI. Town Attorney Report

Mr. Tiller advised that he had nothing to report.

XVII. Committee Reports

Mr. Leonard, Street Committee Chairman, presented an update regarding the Urban Maintenance Funds, that for the month of September the Town expenses including labor for State Street is \$52,156.85 which is partially due to Pittston Road Culvert. He presented before and after picture regarding the Pittston Road Culvert project. Mr. Leonard stated that by the Town Employees providing the labor on this project it saved the taxpayers approximately \$85,000 to \$90,000. Mr. Leonard stated that the first quarter total expenditures was \$269,017.00 and the amount received from VDOT for the first quarter was \$237,000.00. He stated that he was ok with overspending \$31,000 for the first quarter due to the final payment on the Wendy's Wall project. Mr. Leonard stressed to Mr. Shortt for the Town Employees to continue to bill all labor possible to State Street. Mr. Leonard presented pictures concerning the Lohr Wall project. Mr. Leonard advised the council that he appreciates the Town Council approving the purchase of the heavy-duty Brush Cutter, but he feels when the Town Employees save the Town money on projects that they can reward them with needed new equipment.

Mr. Gilmer advised that after speaking with the Chair of Parks and Recreation, he requested Mr. Shortt contact Mr. Farmer to get an updated quote from National Pools on the pool equipment plus get a second quote from another vendor. He stated that by ordering the new equipment now therefore it would be here before the pool opened for next year plus, he feels the equipment can be purchased by using ARPA funds. He requested the mushroom at the Splash Pad be refurbished if possible. Mr. Gilmer presented information regarding Phase I of the Russell Theater. He stated that the Town Council awarded the bid on the Russell Theater Renovation to

Steffey Construction for the amount of \$732,000.00, which included two Phases based on the Town's current Grant Funding. The Phase I contract with Steffey Construction was for the amount of \$366,000.00, due to material cost increase Mr. Steffey has requested an 10% increase for the Phase II contact. Mr. Gilmer requested that Mr. Shortt and Mayor Dodi provide a contract for Phase II with a price increase of 10% for the November Town Council meeting based upon Mr. Tiller approval. He stated that as a reminder the Town has \$500,000.00 in ARC Funds with only \$130,000.00 to go to construction, \$30,000.00 for administrative cost and the remaining goes to equipment and fixtures. Mr. Gilmer advised that the Town would need to provide funds for the completion of the project by either ARPA Funds or use the General Fund. He requested that Mr. Farmer pursue more Grant Funds if any more are available to apply.

XVIII. Old Business

Business License and Real Estate Tax

Mayor Dodi advised that some of the past due Business License have been paid. Mr. Leonard requested Mr. Tiller and Mr. Shortt work together to design a step-by-step process for past due Business License. Mr. Tiller advised the different ways to collect the first is lien on their Real Estate or garnish bank account as long as it is not exempt or garnish wages providing, they have another job. Mr. Tiller advised the Town Council that some of the Business License amount due are less than what the legal cost would be. Mr. Leonard requested Mr. Tiller also assist Mr. Shortt with the process regarding nuisance properties.

XIX. Enter closed session: 10:23 P.M.

- A. Upon motion made by Mr. Leonard, seconded by Ms. Stanley, the Town Council unanimously voted to go into closed session under Code Section 2.2-3711(A)(1) for the purpose of personnel issues. 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 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; 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. Shortt, Aye; Mr. Tiller, Aye.

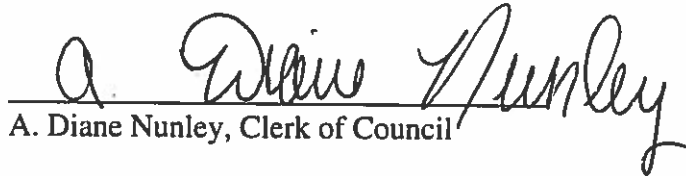
XX. Adjourn closed session: 10:55 P.M.

XXI. Upon motion made by Ms. Stanley, seconded by Mr. Leonard, the Town Council unanimously voted change the regular December 13, 2021, Town Council meeting to December 7, 2021, at 2:00 P.M. and have the Town of Lebanon Employee Christmas Lunch on December 7, 2021, from 11:30 A.M. to 1:30 P.M. at Bonanza Family Restaurant. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

XXII. Adjourn: 11:00 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; 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