

Lebanon Town Council
Regular Monthly Meeting
Town Hall, Lebanon, Virginia
Monday, November 14, 2022
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: Shawn Street

III. Pledge of Allegiance

IV. Edit for items not on the agenda:

Mr. Gilmer requested to add Housing Board continuation under New Business.

Upon motion made by Mr. Leonard, seconded by Mr. Fields, 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 10/11/22 regular council meeting, 10/25/22 reconvened council meeting.

Upon motion made by Mr. Lambert, seconded by Mr. Leonard, the minutes from the 10/11/22 regular council meeting, 10/25/22 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 October:

Upon motion made by Mr. Gilmer, seconded by Ms. Jackson, the accounts payable for the month of October 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. Recognition

Chief Deskins advised that the Virginia MADD Award is a very prestige award. Each year applications are filled out to recognize the officers who have been identified by their localities as having the most impaired driving arrests for their department. Chief Deskins presented the MADD award to Officer Michael Ward.

VIII. Public Request:

Kelly McBride-Musical Parks

Kelly McBride and Sarah Adams on behalf of Rotary and Orchestra requested adding an outdoor musical instrument to one of the Town Parks. They advised that they already have some money donated plus they plan on having some fundraising events providing the Town would approve their request. She stated that what they need today is a yes or no answer today from the Town Council, plus a location to place the instrument. Ms. Adams advised that they are proposing to sell bricks which can be in memory of a loved one which would be displayed at the location. She stated that they are not asking for any money from the Town but may request Town Labor to help install once the instrument and bricks are purchased. She stated that they plan to place instruments at Honaker and Castlewood. Ms. McBride stated that once the location is confirmed the Brick Company will have a website that you can go to place your order. Mayor Dodi stated they would try to make a decision at the December Council meeting.

Randy Burke stated that he was working to possibly once a month show a movie for the kids and incorporate the Town Police. He stated that his goal is to help reach kids before they get on drugs or alcohol. Mayor Dodi requested Mr. Burke work out the details and get back in touch with the Town Council.

IX. New Business

Cumberlands Airport Commission

Mr. Tiller advised that the airport at Wise was set up as Cumberlands Airport Commission back in 1958. They have listed Town of Lebanon as a member, but the Town has never attended any meeting or paid anything toward it. He stated that the Commission desires for the General Assembly to update the Enabling Act by confirming the active members therefore they wish to know if the Town of Lebanon would like to remain a member of the Cumberlands Airport Commission.

Upon motion made by Mr. Lambert, seconded by Ms. Jackson, the Town Council unanimously voted to not participate and not to continue to be a member of the Cumberlands Airport Commission.

Mr. Lambert requested a roll call vote. Roll Call vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

Cedar Fest 2023

The Town Council discussed artists for Cedar Fest 2023. They agreed for Friday night Simply Us, From the Edge, Ben Haggard plus another local band. They agreed for Saturday night Torn Rhythms, On the Border, Corey Smith, Jon Langston.

Approve ARC Russell Theater Contract

Upon motion made by Ms. Jackson, seconded by Mr. Lambert, the Town Council unanimously voted to authorize for Mayor Dodi to execute the ARC Russell Theater Contract Agreement between Steffey Construction and the Town of Lebanon but not to exceed the amount of \$638,000. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

Employee Christmas Dinner

The Town Council discussed the Town of Lebanon employee Christmas dinner. The Town Council agreed to change the regular Town Council meeting to start at 4:00 P.M. instead of 6:00 P.M.

X. Town Managers Report

Quotes

A. Flagpole

Mr. Shortt presented quotes for new flagpoles at the Veterans Park. The first quote was from Carrot-Top Industries for the amount of \$7,010.84, the second quote was from Gates Flag & Banner Co., Inc. (Hapco) for the amount of \$6,582.00.

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council unanimously voted to approve the quote from Gates Flag & Banner Co., Inc. for the amount of \$6,582 to purchase flagpoles for the Veterans Park. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

B. CUSI Proposal

Mr. Short presented a couple quotes from CUSI for only a utility billing software which the first quote you can purchase the software for \$28,304 with an annual fee of \$6,864 or just rent the software for \$11,740 with a monthly fee of \$781 to basically rent the software. The Town Council discussed purchasing CUSI as the utility billing software and using Southern Software or AccuFund for accounting and payroll. Mayor Dodi suggested a Finance Committee meeting to discuss purchasing the CUSI utility billing software and the Town Council agreed to wait.

C. Van

Mr. Shortt presented quotes to purchase a Voyager Van from Carmax and Blue Ridge CDJR. The three quotes from Carmax were for a 2021 Voyager LXI for \$28,998, 2018 Pacifica L for \$22,998 and a 2018 Pacifica Touring L for \$25,998. The two quotes from Blue Ridge CDJR

for a 2020 Chrysler Voyager LXI with warranty \$29,501 without warranty \$26,501 and a 2021 Chrysler Voyager LXI for \$26,900 without warranty \$29,900 with warranty. The Town Council discussed the different quotes.

Upon motion made by Mr. Lambert, seconded by Ms. Stanley, the Town Council unanimously voted to purchase the 2021 Chrysler Voyager LXI from Blue Ridge CDJR at the quoted price of \$26,900 without warranty contingent upon nothing shows on the Carfax report. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Fields, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

D. Cameras

Mr. Shortt presented quotes for security cameras at all the Town of Lebanon properties. Mr. Gilmer stated that each location will have their own DVR plus a central location at the Town Hall for a DVR in the server room. All locations have DVR storage for seven days plus the Town Hall will have thirty-day storage on their DVR. Mr. Shortt stated that the Town Hall and the Lebanon Recreation Center is the only ones that he has a quote for inside cameras the other locations have only outside security cameras. He stated the quotes would increase by about \$500 per camera if they installed them. He advised that the Town Employees can install these security cameras plus CCTV Camera Pros will provide a site map for the best location for each camera. Mr. Gilmer questioned if the Town should have security cameras inside each location. Mayor Dodi, Mr. Leonard & Mr. Gilmer expressed the need to install inside cameras at each location. Mr. Shortt advised that he didn't want any employee feeling like they were being watched.

Upon motion made by Mr. Lambert, seconded by Mr. Gilmer, the Town Council unanimously voted to approve the CCTV Camera Pros quoted price providing the cameras are comparable to the SCW quoted cameras. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

E. UV Lamp Replacement

Mr. Shortt presented quotes for the UV Lamp Replacement at the Wastewater Plant.

Upon motion made by Mr. Lambert, seconded by Ms. Stanley, the Town Council unanimously voted to approve the quote by Trojan Technologies in the amount of \$16,105.50 to purchase the UV Lamp Replacements. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

F. Police Radios

Mr. Shortt presented quotes to purchase Police Radios. The quote for installation, equipment and licensing from Mobile Communications America (MCA) was for the amount of \$48,143, Virginia-Kentucky Communications was for the amount of \$45,944. The quote for equipment and software from Motorola Solutions for the amount of \$57,867.92. Mr. Gilmer advised that this be approved tonight so they could move forward to purchase these cameras for the police department using ARPA funds.

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council unanimously voted to approve the quote by Motorola Solutions for the amount of \$57,867.92 and the quote by Mobile Communications America (MCA) for the amount of \$48,143. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

XI. Recess: 7:59 P.M.

XII. Adjourn: 8:27 P.M.

XIII. Town Mangers Report

Updates

A. FEMA Ordinance

Mr. Shortt advised that before any changes to the FEMA Ordinance it must be advertised to the public.

B. Leo's

Mr. Shortt advised that a new firm has been hired to provide the study for Leo's which should cost around \$4,000. They agreed for Mr. Shortt to proceed with the Leo's study and to check about having the study effective January 2023.

C. Special Tax Assessment

Mr. Shortt advised that after Travis Lambert spoke with WL Construction due to utility poles needing to be moved and right of way issues, they will not be able to give an estimate on bringing Homestead Drive up to state specs at this time. Mr. Leonard requested that Mr. Shortt possibly directly solicit Ken Construction or Cleco Corporation.

D. Worldwide Equipment

Mr. Shortt advised that he spoke with Arnold Day with Worldwide Equipment, if you order now, it will be the third quarter of 2023 to get the truck and fourth quarter of 2023 to get it bodied up. He advised that there are twelve slots open for the Mac truck and two slots open for the Kenworth. Mr. Shortt advised that the total amount spent on the Town's Kenworth while it was at Worldwide Equipment was \$17,213.54.

XIV. Chief of Police Report

Chief Deskins left due to sickness.

XV. Town Attorney Report

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

XVI. Enter closed session: 8:35 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 discussing personnel and legal 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 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. Shortt, Aye; Mr. Tiller, Aye.

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

XVIII. Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council unanimously voted to provide notice to terminate the current memorandum of understanding with Cumberland Mountain Health Services regarding the CITAC program. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

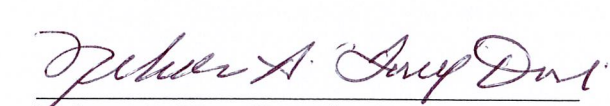
XIX. Upon motion made by Mr. Fields, seconded by Ms. Jackson, the Town Council unanimously voted to hire Nicholas Lane for the Community Police Officer position. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

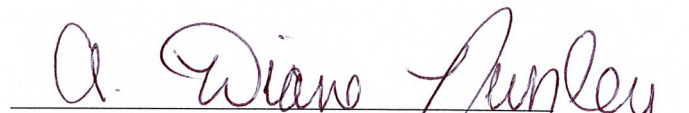
XX. Upon motion made by Mr. Fields, seconded by Mr. Gilmer, the Town Council unanimously voted to transfer Chris Snead to lieutenant position for the Lebanon Police Department. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Ms. Stanley, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye.

XXI. Mayor Dodi requested permission from the Town Council for Mayor Dodi, DeAnna Jackson, Scott Gilmer and Drew Shortt to review the colors curtains, chairs, and sound panels for the Russell Theater and make a decision before December 1, 2022. He requested if any Town Council members had any thoughts to send them to Mr. Shortt.

XX. Adjourn: 10:04 P.M.

Upon motion made by Mr. Lambert, seconded by Mr. Leonard, 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