

Lebanon Town Council
Organizational Meeting
Town Hall, Lebanon, VA
Tuesday, January 3, 2023
9:30 A.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
J. Leonard Kegley, Council Member

Staff Members Present: Andrew R. Shortt, Town Manager
Richard Eric Deskins, Chief of Police
Diane Nunley, Clerk of Council
Kevin Tiller, Town Attorney

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

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

- V. Adopt Robert's Rules of Order:

Upon motion made by Ms. Jackson, seconded by Mr. Leonard, the Town Council unanimously voted to adopt Robert's Rules of Order for the conduct of council meetings. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

- VI. Appoint Vice Mayor:

Upon motion made by Mr. Gilmer, seconded by Mr. Fields, the Town Council voted to appoint DeAnna C. Jackson as Vice Mayor of the Town Council for a two-year term beginning January 3, 2023. The vote was as follows: Ms. Jackson, Abstain; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

VII. Appoint Town Manager:

Upon motion made by Mr. Lambert, seconded by Mr. Fields, the Town Council unanimously voted to appoint Andrew Shortt as Town Manager to serve at the will and pleasure of the council. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

VIII. Appoint Chief of Police:

Upon motion made by Mr. Fields, seconded by Mr. Gilmer, the Town Council unanimously voted to appoint Richard Eric Deskins as Chief of Police to serve at the will and pleasure of the council. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

IX. Appoint Financial Administrator:

Upon motion made by Mr. Kegley, seconded by Mr. Fields, the Town Council unanimously voted to appoint Beverly Stinson as Financial Administrator to serve at the will and pleasure of the council. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

X. Appoint All Town Employees:

Upon motion made by Ms. Jackson, seconded by Mr. Leonard, the Town Council unanimously voted to appoint all Town Employees to their existing positions with the salaries established by the 2023-2025 budget. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

XI. Appoint Town Treasurer:

Upon motion made by Mr. Lambert, seconded by Mr. Gilmer, the Town Council unanimously voted to appoint Andrew Shortt as Town Treasurer to serve at the will and pleasure of the council. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

XII. Appoint Clerk of Council:

Upon motion made by Mr. Leonard, seconded by Mr. Lambert, the Town Council unanimously voted to appoint Diane Nunley as Clerk of Council to serve at the will and pleasure of the council. Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

XIII. Appoint Town Attorney:

Upon motion made by Ms. Jackson, seconded by Mr. Leonard, the Town Council unanimously voted to appoint Kevin Tiller as Town Attorney to serve at the will and pleasure of the council. Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

XIV. Appoint Zoning Administrator:

Upon motion made by Mr. Fields, seconded by Mr. Gilmer, the Town Council unanimously voted to appoint Andrew Shortt as Zoning Administrator to serve at the will and pleasure of the council. Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

XV. Appoint Council Committee Members and Chair Persons:

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

Finance – Scott Gilmer, Chair Person; Elijah Leonard, Member; Doyle Fields, Member
Personnel, Fire, Police – Doyle Fields, Chair Person; Scott Gilmer, Member; DeAnna Jackson, Member

Parks and Recreation – DeAnna Jackson, Chair Person; Bradley Lambert, Member; Scott Gilmer, Member

Water and Wastewater – Bradley Lambert, Chair Person; DeAnna Jackson, Member; Leonard Kegley, Member

Street – Elijah Leonard, Chair Person; Doyle Fields, Member; Leonard Kegley, Member

Sanitation – Leonard Kegley, Chair Person; Elijah Leonard, Member; Bradley Lambert, Member

The Mayor and Town Manager are ex officio members of each committee.

XVI. Appoint Planning Commission Members:

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council voted to appoint Tim Coleman to the Lebanon Planning Commission for a two-year term beginning January 3, 2023. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council voted to appoint DeAnna Jackson as the Town Council Member to the Lebanon Planning Commission for a two-year term beginning January 3, 2023. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council voted to appoint David Coleman to the Lebanon Planning Commission for a two-year term beginning January 3, 2023. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

Upon motion made by Mr. Leonard, seconded by Ms. Jackson, the Town Council voted to appoint Judy Lockridge to the Lebanon Planning Commission for a two-year term beginning January 3, 2023. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

Upon motion made by Mr. Fields, seconded by Mr. Leonard, the Town Council voted to appoint Andrew Shortt to the Lebanon Planning Commission for a two-year term beginning January 3, 2023. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

Upon motion made by Mr. Gilmer, seconded by Mr. Lambert, the Town Council voted to appoint David Boyd to the Lebanon Planning Commission for a two-year term beginning January 3, 2023. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

Upon motion made by Mr. Kegley, seconded by Ms. Jackson, the Town Council voted to appoint J. L. Kegley to the Lebanon Planning Commission for a two-year term beginning January 3, 2023. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

XVII. Appoint Lebanon Housing Board Members:

Upon motion made by Mr. Lambert, seconded by Mr. Gilmer, the Town Council voted to appoint the following to the Lebanon Housing Board for a two-year term beginning January 3, 2023:

Andrew Shortt
Nelson A. "Tony" Dodi
M. Elijah Leonard
W. Bradley Lambert
Connie Hayes

The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

XIII. Appoint Housing Board Chair Person:

Upon motion made by Mr. Fields, seconded by Ms. Jackson, the Town Council unanimously voted to appoint Andrew Shortt as Housing Board Chair Person for a two-year term beginning January 3, 2023: The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

XIX. Appoint Board of Zoning Appeals

Mayor Dodi advised that the Town Council must recommend to the Judge someone to replace July Lockridge on the Board of Zoning Appeals. Mr. Tiller stated that Brandon Davis term has expired but Ms. Nunley advised that she had not received the correct expiration date for him because it was renewed last year.

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council unanimously agreed to table the Board of Zoning appeals recommendation until a future Town Council meeting in order for Mr. Tiller to have a term expiration date for all the members. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

XX. Adopt Motor Vehicle Laws:

Upon motion made by Mr. Gilmer, seconded by Mr. Lambert, the Town Council unanimously voted to adopt the motor vehicle laws as further set out in Title 18.2, 19.2, and 46.2 of the Code of Virginia. The roll vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

XXI. Set 2023 Holiday List:

Upon motion made by Mr. Lambert, seconded by Ms. Jackson, the Town Council unanimously voted to approve the 2023 Holiday List as presented. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

XXII. Set regular monthly council meetings:

Upon motion made by Mr. Gilmer, seconded by Ms. Jackson, the Town Council unanimously voted to set the regular monthly council meetings for the second Monday of each month at 6:00 P.M., except for October, which will be held on the second Tuesday, due to the holiday. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

XXIII. Review Freedom of Information Act and Appoint FOIA Officer:

Mr. Kevin Tiller, Town Attorney, reviewed the Freedom of Information Act with the Town Council.

Upon motion made by Mr. Fields, seconded by Mr. Kegley, the Town Council unanimously voted to appoint Beverly Stinson as Freedom of Information Act Officer to serve at the will and pleasure of the Council. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

Mr. Tiller reviewed the legal aspects of the closed session with the Town Council.

XXIV. Authorize signatures on grants and other legal documents:

Upon motion made by Mr. Gilmer, seconded by Ms. Jackson, the Town Council unanimously voted to authorize the Mayor and Town Manager to sign all pertinent documentation for federal, state, and/or local grants and any and all other contracts, agreements, funding and/or all legal town documents. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

XXV. Town of Lebanon Management Policies

Upon motion made by Mr. Kegley, seconded by Mr. Leonard, the Town Council unanimously voted to approve the Town of Lebanon's updated Management Policies 2023 as presented. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

XXVI. Recess: 9:47 A.M.

XXVII. Resume: 10:16 A.M.

XXVIII. 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) for the purpose of personnel to interview for Community Police Officer position. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.
- B. Upon motion made by Mr. Leonard, seconded by Mr. Lambert, the Town Council unanimously voted to return to regular session. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, 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; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Mr. Shortt, Aye; Chief Deskins, Aye.

XXIX. Upon motion made by Mr. Fields, seconded by Mr. Lambert, the Town Council unanimously voted to hire Kayla Helbert as Community Police Officer at the described salary. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye,

XXX. Mr. Shortt presented four quotes to repair the Four-Door Street Truck. The quotes are as follows:

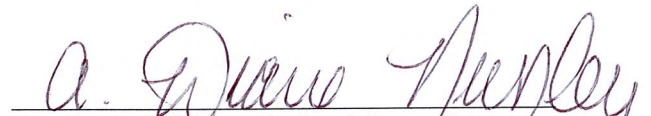
Morgan McClure Chevrolet	\$8,790.50
Appalachian Collision	\$6,412.18
Bandy Auto	\$8,712.26
Abingdon Collision	\$7,458.54

Upon motion made by Mr. Gilmer, seconded by Ms. Jackson, the Town Council approved the quote from Appalachian Collision at the quoted price at \$6,412.00. The vote was as follows: Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Leonard, Abstain; Mr. Lambert, Aye; Mr. Kegley, Aye.

XXXI. Adjourn: 11:40 P.M.

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