

Lebanon Town Council  
Regular Monthly Meeting  
Town Hall, Lebanon, Virginia  
Monday, June 12, 2023  
6:00 P.M.

Council Members Present: Nelson A. "Tony" Dodi, Mayor  
DeAnna C. Jackson, Vice- Mayor  
Scott J. Gilmer, Council Member  
M. Elijah Leonard, Council Member  
W. Bradley Lambert, Council Member  
J. Leonard Kegley, Council Member

Council Members Absent: A. Doyle Fields, Council Member

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

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:

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

V. Edit and approve minutes from the 05/08/23 called council meeting, 05/22/23 reconvened council meeting:

Upon motion made by Ms. Jackson, seconded by Mr. Lambert, the minutes from the 05/08/23 council meeting, 05/22/23 reconvened council meeting were unanimously approved. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

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

Mr. Shortt requested to add Accounts Payable Report B to the accounts payable for the month of May.

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the accounts payable for the month of May including the additions was unanimously approved. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

VII. Public Request

John M. McCoy-Burn Building Grant Program

Lebanon Fire Chief John McCoy advised that the Lebanon Volunteer Fire Department wishes to apply for live burn building to place here in the Town of Lebanon. He stated that the Russell County IDA may possibly donate two acres of land on Clydesway Drive below J & N Conveyors. He stated that they will have access to water on this property. Chief McCoy stated that training inside an actual burning is much more real than training in a parking lot. He stated that they can apply for a grant up to \$480,000.00 from Virginia Department of Fire Programs but doesn't mean they will receive that amount. He advised that first they will need three bids from contractors to get an estimate of the cost for the training facility. He presented different architectural drawings for the Town Council to consider. Chief McCoy stated that if they didn't receive a 100% financing from the Virginia department of Fire Programs grant, they will have the option not to take the grant. Mr. Gilmer questioned if there would be an additional bid for an engineer and architect. Chief McCoy stated that from what he knows there would be, but the grant would allow \$30,000 for the engineer or architect service. Mr. Gilmer questioned if fire departments outside of the county would use the burn building facility to train their fireman in. Chief McCoy stated that he thought they would like to use this facility, but Chris Dye the trained instructor must be on site if the burn building facility is being used. Chief McCoy stated that anytime anyone is conducting a live burn they are covered under the Virginia Department of Fire Program Insurance.

Chief McCoy requested the Town Council to consider adopting NFPA 1971: Standard on Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting. The NFPA 1971 will require all mutual aid fire departments operating in our jurisdiction to follow the safest practices regarding fire turnout gear. Mayor Dodi requested Chief McCoy send the ordinance to Kevin Tiller for review.

Chief McCoy presented quotes for hose and nozzle replacements. He stated that the key hose that Atlantic and W. S. Darley quotes friction loss is about 10-pounds less per one hundred. Mr. Lambert advised that by going with the key hose it will relieve a lot of the stress on the fire trucks. Chief McCoy recommended the Atlantic Emergency Solutions quote.

Atlantic Emergency Solutions	\$10,180.87
Witmer Public Safety Group, inc.	\$9,203.00
W. S. Darley & Company	\$11,035.00

Upon motion made by Mr. Gilmer, seconded by Mr. Lambert, the Town Council unanimously voted to approve the Atlantic Emergency Solutions quote for the amount of \$10,180.87 to purchase hose and nozzle replacements, plus requested Chief McCoy get another quote for the same items as the Atlantic Emergency Solutions and W. S. Darley & Company quote. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

Chief McCoy presented quotes for forcible entry door simulator. He recommended the Tradesman Fire & Fabrication bid quote.

Tradesman Fire & Fabrication	\$11,265.00
Firehouse Innovations Corporation	\$10,955.00
Witmer Public Safety	\$11,750.00

Up motion made by Mr. Gilmer, seconded by Mr. Lambert, the Town Council unanimously voted to take out of the Lebanon Fire Department 2023-2024 fiscal year budget \$10,955.00 plus taking the remaining balance from the Fire Department donation account to purchase a forcible entry door from Tradesman Fire & Fabrication. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

#### Clinch Valley SWCD-Lebanon Hillside Trail Project

Sioblan Nishida, District Manager for Clinch Valley Soil & Water Conservation, along with her staff members Jeff Mutter, Brandon Blevins and Board Member Kelly Gilmer was present at the meeting. Ms. Nishida presented the annual report from the last fiscal year. She advised that SWCD usually fund \$400,000 to \$600,000 farm projects a year. Most of the farm projects are basically fencing cattle out of streams to improve water quality in Russell County. She advised that they do have the opportunity to do some special projects. She advised that the property next to their office at the Government Center is covered in tree species and shrub species therefore the SWCD is interested in changing this hillside into a walking trail and improving the habitat. Ms. Nishida advised that their team met with Mayor Dodi, Shane Farmer and Ernie McFadden with the Russell County IDA concerning this issue. She stated that the Government Center has problems with it flooding in the back of the building plus sometimes all the way to the Farmers Market. She advised that the SWCD is interested in helping solve some of the issues on this property and provide a walking/ bicycling trail for the citizens. She stated that they can apply for grants to help fund the walking trail by stating that it is to promote public health, recreation and conservation education. Ms. Nishida advised that everything drains from CGI and Northrop Grumman into the culvert which should drain into a retention pond, but the water is not going into the pond which is causing the flooding. She advised that they plan to correct the water issue by making sure it runs in the retention pond plus when the Gardenside Pond overflows it is not going into the retention pond, but they plan to correct this issue also. She advised that a lot of people walk in this area which would be great to have a walking trail for them to use. Ms. Nishida stated that the Town could start with tree removal now before even any grants are started. She requested the trees cut and treat the stumps with herbicides. She stated that they would mark the trees that are to be kept. Mr. Gilmer requested Mayor Dodi speak with the Russell County IDA concerning sharing the expenses of the engineering services with the Town.

Upon motion made by Mr. Leonard, seconded by Ms. Jackson, the Town Council unanimously voted to approve for the Town of Lebanon assist Clinch Valley Soil and Water Conservation with the Hillside Trail Project. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

#### Sky Vandyke-Relay for Life 5K

Sky Vandyke advised that she is the 2024 Chairperson for Relay for Life for the Clinch River Valley area which includes Russell County and Tazewell County. She stated that she is a six-year survivor of cancer. She stated that her goal is to not only have a 5K Color Run through the Town

of Lebanon plus fundraising but most important to bring Cancer Survivors together. She advised that the State of Franklin Track Club plan to assist with the registering as well as clocking the run times plus advertise on the American Cancer Society website. She stated they are thinking about having the 5-k on August 24, 2024. She advised that they plan on having vendors, food trucks plus any other ideas to help raise money and end with the luminaria ceremony. Mayor Dodi suggested Ms. Jackson work with Ms. Vandyke on behalf of the Town.

#### VIII. New Business

##### Approve 2023-2024 Budget

Upon motion made by Ms. Jackson, seconded by Mr. Gilmer, the Town Council unanimously voted to approve the 2023-2024 Budget as presented. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

#### IX. Town Managers Report

Mr. Shortt advised that the Town has several projects coming up that he can apply for the Southwest Virginia Water and Wastewater Fund. He requested the Town Council's approval for which projects that they wished for him to apply for with the Southwest Virginia Water and Wastewater Fund. He listed three of the projects, first the pump trailer to haul sludge from the water plant to drying beds, second the Lebanon Manor water line project and third the Stoots Street Sewer line project. He advised that he spoke with Debbie Milton at Cumberland Plateau, she stated that as of now they weren't sure how much in funds the state would allocate to them, but she said usually each locality would be granted \$50,000 for projects. Mr. Gilmer requested the Town Manager move forward as he prioritizes the projects.

Mr. Shortt advised that concerning the Lebanon Manor project he thought that they could dig up the 2" and 4" line and replace with a 6" line but the Health Department requires Hydraulic analysis and construction documents therefore the Lane Group has a quote for \$9,800 for this information.

Upon motion made by Mr. Lambert, seconded by Mr. Leonard, the Town Council unanimously voted to approve the Lane Group quote for the amount of \$9,800.00 for Hydraulic Analysis and construction documents on the Lebanon Manor project. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

Mr. Shortt presented some plans from James Osborne for the structural design for the Russell Theater Pavilion. He stated that the only change Mr. Osborne made to what Nathan Brown had previously designed was another support beam on each side. He advised that the fee for Osborne Design Studios LLC. for Architecture and Engineering for the Russell Theater Park Pavilion is \$5,000.00.

Upon motion made by Mr. Lambert, seconded by Mr. Gilmer, the Town Council unanimously voted to proceed with Osborne Design Studios, LLC. for the construction drawings and for Mr. Shortt to prepare bid packets to get quotes for an estimate cost of this project. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

Mr. Shortt presented bid quotes to replace the heat pump at the Town Hall for the Town Council room using a 5-ton heat pump.

Starnes, Inc.	\$9,200.00
Stinson Heating & Cooling, Inc.	\$8,500.00
Collins Total Comfort Heating and Cooling	\$7,500.00

Upon motion made by Mr. Lambert, seconded by Mr. Gilmer, the Town Council unanimously voted to proceed with Collins Total Comfort Heating and Cooling to replace the heat pump at the Town Hall at the quoted price of \$7,500.00. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

X. Chief of Police Report

Chief Deskins presented the monthly Police Report. He advised that Nicholas Lane had finished his training which he finished top in his class in academic at the Police Academy. He advised that Kayla Helbert is halfway through her training at the Police Academy.

XI. Town Attorney Report

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

XII. Enter closed session: 7:27 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)(3) (7) for the purpose of discussing personnel for part-time, acquisition or sale of property and legal counsel. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, 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. 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. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Mr. Tiller, Aye; Mr. Shortt, Aye.

XIII. Adjourn closed session: 8:11 P.M.

XIV. Upon motion made by Mr. Lambert, seconded by Mr. Gilmer, the Town Council unanimously voted to approve for the Town of Lebanon to donate \$350.00 to the Lebanon Junior Football program out of the discretionary donation account. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

Upon motion made by Mr. Lambert, seconded by Mr. Leonard, the Town Council unanimously voted to approve for the Town of Lebanon to donate \$350.00 to the Lebanon Junior Cheer program out of the discretionary donation account. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

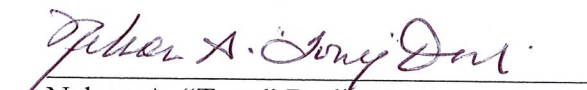
Mr. Shortt advised that Positively Gymnastics are now Positively Parents which is parent run nonprofit 501 ( c ) ( 3 ), fundraising group which supports the gymnasts and coaches of Positively Gymnastics. They are requesting \$1,000 to go to Nationals June 28 through July 3. Mr. Gilmer stated that they previously advised Positively Gymnastics they would review their donation request during the budget hearing. Mayor Dodi advised that at that time they were not listed as a nonprofit group.

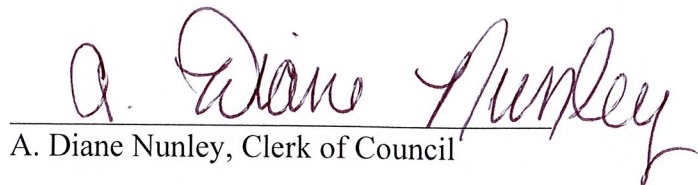
Mr. Shortt advised that Lebanon High School Baseball Parents requested the Town purchase mini rubber baseballs for the Baseball Team to throw out at the July 4<sup>th</sup> parade like they previously did when the Lebanon Baseball Team won State. The cost of the mini rubber baseballs is around \$500.00.

Upon motion made by Mr. Leonard, seconded by Mr. Lambert, the Town Council unanimously voted for the Town Manager make a phone call to all delinquent Meals and Lodging Taxes giving them a 10-day grace period to bring them up to date all that are delinquent after the 10-days send to the Town Attorney to proceed legal action. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

XV. Adjourn: 8:20 P.M.

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