

Lebanon Town Council  
Regular Monthly Meeting  
Town Hall, Lebanon, Virginia  
Monday, September 11, 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: Jeff Talent Pastor Lebanon United Methodist Church.
- 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 08/14/23 council meeting:

Upon motion made by Mr. Lambert, seconded by Mr. Leonard, the minutes from the 08/14/23 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 August:

Mr. Shortt requested to add account payable section B.

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

Kayla Helbert-Graduated from the Police Academy

Chief Deskins advised that Kayla Helbert graduated from the Law Enforcement Academy. He stated that she passed her state board test plus she finished in the top 90% with her test results. Chief Deskins swore in Ms. Helbert with the Law Enforcement Oath.

## VIII. Public Request

Savida Health-Sylvia White, Andy Ward

Ms. White advised that Savida Health just attended the meeting but did not wish to speak.

Wanda Burke reminded the Town Council that Marc Mero will be speaking next Thursday, September 21, 2023, at the Lebanon Middle School at 7:00 P.M. She thanked the Town Council for their donation to make this event possible.

Diane Hall advised that she lived on West Banner Street. She stated that she was not aware of the boil water notice until it was over. She advised that she doesn't have facebook or check the Town's website the methods the Town used to inform the citizens of this issue. Mr. Shortt advised that the Town is implementing a text alert service that citizens can sign up to receive any alerts or messages from the Town. Ms. Hall stated that on West Banner Street there is an overflow of cats and kittens that are causing her and the neighbors nuisance issues. She stated three of the neighbors are feeding the cats. Ms. Hall advised that she removed about \$150.00 of rubber mulch due to cat feces. She stated that the Town has an ordinance for dogs why does people not have to be responsible for the cats. Jessica Garrett that lives on West Banner Street also advised that her dog is now on anxiety medication due to fact that the cats presence cause her dog to bark continuously. Chief Deskins advised that if they can live trap the cats, he will try to relocate them to a different area. Ms. Garrett stated that possibly the Margaret Mitchell clinic might spay or neuter the cats for free.

Sam Bodmer owns business property across from the Lebanon Fire Department. He stated that all the storm water from the CGI area, Primary School as well as the apartments across the road drain onto his property which creates a flooding issue in some of the offices. He advised that the drainpipe located behind the fire station comes under the road as well as under his parking lot and office building then crops off on Twin Circle Drive. Mr. Bodmer stated that after the large rain on Saturday everything looked good on Main Street but the back of his property that the drainpipe leads to was beyond capacity which resulted in water flooding his basement in the office buildings. He stated that the catch basin on the Stamper property was actually working in reverse due to the flooding issue. He stated that he had similar problems a couple years ago which the Town responded to the issue but didn't fix the problem. Mayor Dodi advised Mr. Bodmer that Mr. Shortt and Mr. Hughes will address the issue to help with the flooding issue on his property. Mr. Gilmer requested if the Town Manager and Public Works director cannot figure a solution to resolve this flooding issue that he would like for Mr. Shortt to consult with The Lane Group. Ms. Jackson stated that on South Mill Avenue their building was flooded on Saturday as well.

Elizabeth Keene presented a presentation concerning a website for the Russell Theater. Shane Farmer stated that he requested Ms. Keene to quote a price for designing a website for the Russell Theater and if possible, to help with the Town Website in the future. Ms. Keene stated that she is an Adjunct Writing Professor at James Madison University plus consulting work on the side. She stated that to purchase the domain name “therusselltheater.org” is \$10.00 for the first year. Ms. Keene stated that her hourly rate is \$75.00, expedited situation up to \$100.00 hourly rate with a minimum commitment of forty hours. She stated that after the website is set up that she will train Mr. Farmer to be able to maintain the website.

IX. New Business

Bridge Inspection Bid Opening

Mayor Dodi opened the sealed bids for the Town of Lebanon Bridge Inspections.

Schwartz & Associates, Inc.	2023-Inspect Six Bridges	\$7,070.00
	2024-Inspect One Bridge	\$2,600.00
	2025-Inspect Six Bridges	<u>\$7,630.00</u>
		\$17,300.00

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council unanimously voted to approve the bid for Schwartz & Associates, Inc. for the total amount of \$17,300.00 for the three-year bridge inspections. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

X. Town Managers Report

Mr. Shortt advised that he received a letter from Keith Viers with Cumberland Plateau Regional Housing Authority requesting the Town of Lebanon continue to waive the payment in lieu of taxes for Pittston Place Apartments and Fox Meadow Apartments.

Upon motion made by Mr. Gilmer, seconded by Ms. Jackson, the Town Council unanimously voted to approve Keith Viers request to waive the payment in lieu of taxes for Pittston Place Apartments and Fox Meadow Apartments. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

Mr. Shortt presented a quote for preventive maintenance from Richardson Wayland Electrical Company on the Town of Lebanon’s five red lights for the amount of \$14,639.95. He advised that the Town may wait closer to the end of this fiscal year to check the available VDOT funds. Mr. Gilmer requested approving the preventive maintenance quote from Richardson Wayland based upon VDOT recommendation.

Upon motion made by Mr. Kegley, seconded by Mr. Leonard, the Town Council unanimously voted to approve for Mr. Shortt to contract Richardson Wayland Electrical Company for preventive maintenance for the five red lights in the Town of Lebanon. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

Mr. Shortt presented an estimate from Virginia Department of Transportation regarding the potential costs for the Homestead Drive Road preparations to state specs for the Town of Lebanon to take into their inventory for the amount of \$350,000.00 for their citizens to discuss adding the expense as a special tax assessment.

Mr. Shortt advised that he met with The Lane Group concerning the Lead & Copper laws. He stated that The Lane Group feels that due to the Town of Lebanon purchasing the texting system plus the GIS mapping system the employees can provided the work needed in house by partnering with The Lane Group. Mr. Shortt presented a proposal for The Lane Group's services in the amount of \$40,000.00 including \$2,500.00 that goes toward the grant application fee. He stated that the 120 Water's fee is \$31,686.00. Mr. Gilmer requested the Town negotiate with The Lane Group to get their fee lower.

Mr. Leonard requested Mr. Shortt prepare a comparison for the Town Council using the J & J Trash Services fees versus playing employees to work Cedar Fest including pay and benefits.

Mr. Shortt updated the Town Council regarding Jeff Garrett's water meter issue.

XI. Chief of Police Report

Chief Deskins presented the monthly Police Report. Chief Deskins stated that police radios are all in and ready to be installed. He advised that the police officers are able to start using shooting range. Chief Deskins requested the Town Council's approval for local churches to sponsor one police officer by praying for them and sending cards of encouragement. Mayor Dodi suggested Chief Deskins speak to the Ministerial Association concerning this request.

XII. Town Attorney Report

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

XIII. Mr. Leonard requested to recognize at the October Town Council meeting Cherie Fields and Janet Fields with Wendy's Corporation for their \$8,000.00 donation to the Police Department for the Shooting Range.

XIV. Enter closed session: 7:25 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 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. Leonard, seconded by Mr. Gilmer, 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.

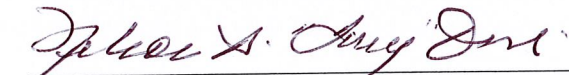
The roll call vote was as follows: Mayor Dodi, Aye; Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Mr. Tiller, Aye; Mr. Shortt, Aye.

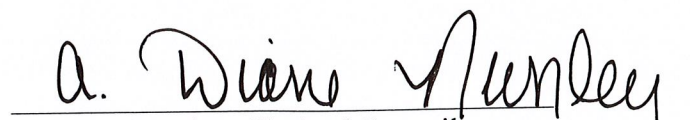
XV. Adjourn closed session: 8:30 P.M.

XVI. Upon motion made by Mr. Gilmer, seconded by Mr. Lambert, the Town Council unanimously voted to promote Jennifer Woodlief to full-time Assistant Parks & Recreation Director. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye.

XVII. Adjourn: 8:34 P.M.

Upon motion made by Mr. Lambert, seconded by Mr. Gilmer, the Town Council unanimously voted to adjourn to reconvene for Monday, September 25, 2023, at 6:00 P.M. 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