

Lebanon Town Council  
Regular Monthly Meeting  
Town Hall, Lebanon, Virginia  
Monday, November 13, 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  
Nina J. Fields, Council Member

Staff Members Present: Andrew R. Shortt, Town Manager  
Kevin D. Tiller, Town Attorney  
Christopher Snead, Lieutenant  
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:

Mr. Leonard requested to remove Cherie Fields and Janet Fields for the donation appreciation from the agenda, they will attend the December Council meeting.

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

V. Edit and approve minutes from the 10/10/23 council meeting, 11/02/23 called council meeting:

Upon motion made by Mr. Leonard, seconded by Ms. Jackson, the minutes from the 10/10/23 council meeting, 11/02/23 called 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; Ms. Fields, Aye.

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

Mr. Shortt requested to add account payable section B.

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the accounts payable for the month of October with the additions but table the Osborne Design invoice for discussion until the Town Managers report was unanimously approved. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

VII. Public Request

**Doro Martin-Present Vet Fest Flag**

Ms. Martin praised the community and the Town Council for how smoothly this year's Vet Fest went from the start until the end. She expressed her appreciation for the beautiful Vet Fest Sign. She stated that they tripled their entries in the 5k/12k Walk/Run/or Ruck with hopes to increase again next year. She stated that this year's Vet Fest was in remembrance of SSG Justin Wathen who passed by suicide, his widow and three children attended the event. Ms. Martin advised that the previous year they remembered Austin Daugherty, therefore this year Austin's Mom made a connection with Justin's wife which is the result of this event. She presented a thank you card plus a flag to the Town Council in appreciation of their support.

Ms. Martin reminded the Town Council concerning the Community Thanksgiving Dinner at the Lebanon High School. Mayor Dodi advised that the Community Thanksgiving Dinner is set to be at Lebanon High School plus Mr. Potts the principal agreed to pay for the cafeteria staff.

John Michael McCoy, Lebanon Volunteer Fire Department Chief, presented new quotes to the Town Council. He advised that the new quotes did not have the low-level strainers. He stated that the Witmer Public Safety quote was the lowest at a quoted price of \$13,787.62, Atlantic Emergency Solutions at a quoted price of \$15,557.68 and W. S. Darley & Company at a quoted price of \$20,823.95.

Upon motion made by Mr. Gilmer, seconded by Mr. Lambert, the Town Council unanimously voted to approve the purchase of the listed items on the Witmer Public Safety quote for the amount of \$13,787.62. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

Chief McCoy presented a separate quote for the low-level strainer: Atlantic Emergency Solutions quote for the amount of \$1,872.96, Witmer Public Safety Group quote for the amount of \$1,938.38 and W. S. Darley & Company quote for the amount of \$2,385.90.

Upon motion made by Mr. Leonard, seconded by Mr. Lambert, the Town Council unanimously voted to approve the purchase of the low-level strainer from Atlantic Emergency Solutions for the quoted price of \$1,872.96. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

VIII. New Business

### **Paving Sealed Bids**

Mayor Dodi opened the sealed bids for paving.

W-L Construction	\$128.48 per ton
Bizzack Construction	\$132.50 per ton

Mr. Gilmer requested to table the bids until the Town Council can get legal counseling.

### **Planning Commission Recommendations**

Mr. Shortt presented the Lebanon Planning Commission letter of recommendation concerning Svitlana Boyd request to rezone the property on Viers Court from a R-1 Single Family District to a R-2 General Dwelling District. The letter is as follows:

The Town of Lebanon Planning Commission held a public meeting Thursday November 2<sup>nd</sup>. One purpose of this meeting was to discuss the Rezoning application of Mrs. Svitlana Boyd. The Town of Lebanon Planning Commission's recommendation to the Town Council is to deny this rezoning application.

Mayor Dodi requested the Town Council pleasure regarding the Planning Commission recommendation concerning Svitlana Boyd's request.

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council unanimously voted to accept the Lebanon Planning Commission's request to deny Svitlana Boyd's application to rezone 114 Viers Court and 116 Viers Court from a R-1 Single Family District to a R-2 General Dwelling District. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

### **Discuss Employee Christmas Lunch and December Council Meeting Time**

Mayor Dodi requested the Town Council discuss changing the Town Council meeting to 2:00 P.M. after the Town's Employee Lunch.

Upon motion made by Mr. Leonard, seconded by Mr. Gilmer, the Town Council unanimously voted to change the meeting time for the December 11, 2023, Council meeting from 6:00 P.M. to 2:00 P.M. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

### **Extend the Deadline for Personal Property Taxes**

Mr. Shortt advised that Machel May plans to have the personal property taxes to Southern Software for printing by Wednesday this week.

Upon motion made by Mr. Lambert, seconded by Mr. Leonard, the Town Council unanimously voted to extend the personal property tax deadline to January 30, 2024. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

## **Discuss Cedar Fest and Russell Theater Shows**

Mr. Farmer presented some ideas for Cedar Fest 2024 to the Town Council for discussion. Mr. Farmer requested that for Friday, June 7, 2024, for Cedar Fest to set it as originally planned for Bluegrass plus change the time to start at 6:00 P.M. He presented a lineup for consideration for Friday the Rabbit Ridge Pea Pickers, The Lee Pickers, Starlett & Big John and headliner Sargent Peppers Lonely Bluegrass Band. The Town Council discussed artist for Saturday, June 8, 2024, for Cedar Fest, these are some of the suggestions: 49 Winchester, Diamond Rio, Steel Drivers, Shenandoah, Parker McCollum, Tracy Lawrence and maybe a Bruce Springsteen tribute band for July 4th. Mr. Farmer presented a list of all the events scheduled for the Russell Theater for the remaining year. Mr. Farmer advised that Santa and Ms. Claus will be on the stage of the Russell Theater for pictures with the kids after the Christmas Parade. He stated that the Bike night has been set for Saturday after the Parade which he plans to have downtown at the theater with a movie to follow. He stated that Homeland Realty is sponsoring the Polar Express movie and Cedar Realty Group is sponsoring the Christmas Vacation movie. Mr. Farmer discussed some ideas for 2024. Mr. Farmer advised that the Town of Lebanon received a \$5,000.00 grant from the Virginia Tourism Corporation's Microbusiness Marketing Leverage Program for the Russell Theater. These grant funds can be used to help build a website for the theater. Mayor Dodi advised that the Big Rig Showdown is planned for August 9<sup>th</sup> and 10<sup>th</sup> next year.

Mr. Farmer advised that going by The Lane Groups drawing for a covering or underside component over the theater marquee Steffey Construction quoted a price of \$23,500.00 but using aluminum beams instead of the wood beams which would be much lighter Steffey Construction quoted a price of \$16,000.00.

Upon motion made by Mr. Gilmer, seconded by Mr. Lambert, the Town Council unanimously voted to move forward with Steffey Construction for an underside component of the Russell Theater Marquee for the quoted price of \$16,000.00. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

Mr. Lambert stated that his business will sponsor The Grinch movie for bike night.

- IX. Enter closed session: 7:30 P.M.
- A. Upon motion made by Mr. Gilmer, seconded by Mr. Lambert, the Town Council unanimously voted to go into closed session under Code Section 2.2-3711(A)(1) (5) (7) for the purpose of personnel, prospective business and legal. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.
- B. Upon motion made by Mr. Kegley, seconded by Mr. Lambert, 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; Ms. Fields, 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; Ms. Fields, Aye; Mr. Tiller, Aye; Mr. Shortt, Aye.

X. Adjourn closed session: 8:15 P.M.

XI. Upon motion made by Mr. Gilmer, seconded by Mr. Lambert, the Town Council unanimously voted to hire Steven Sweet as water plant trainee at the entry rate of \$16.00 an hour. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

Upon motion made by Mr. Kegley, seconded by Mr. Leonard, the Town Council unanimously voted to hire Chance Walters as water plant trainee at an entry rate of \$16.00 an hour. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

Mr. Kegley left the meeting.

XII. Chief of Police Report

Lieutenant Snead presented the monthly police report. He advised that Chief Deskins requested to interview all four applicants for the open position. Lieutenant Snead advised that Police Officer John Jackson notified him and Chief Deskins that he will be leaving effective December 1, 2023, to take a position with the Russell County Sheriff's Office but as of this afternoon he has not submitted his resignation letter. He also stated that Adam Dale plans to leave the Police Department at some point to farm full-time.

XIII. Enter closed session: 8:25 P.M.

A. Upon motion made by Mr. Leonard, seconded by Mr. Gilmer, the Town Council unanimously voted to go into closed session under Code Section 2.2-3711(A)(1) (7) for the purpose of personnel and legal. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Ms. Fields, 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. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Ms. Fields, 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; Ms. Fields, Aye; Mr. Tiller, Aye; Mr. Shortt, Aye.

XIV. Adjourn closed session: 10:15 P.M.

XV. Upon motion made by Mr. Lambert, seconded by Mr. Gilmer, the Town Council unanimously voted to approve a raise for Billy Hughes Public Works Director to \$63,000.00 a year. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Ms. Fields, Aye.

Upon motion made by Mr. Gilmer, seconded by Mr. Lambert, the Town Council unanimously voted to approve an increase in salary of the amount of \$3,500.00 for Christopher Dye, Public Utilities Director. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Ms. Fields, Aye.

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council unanimously voted to promote Justin Warren to Assistant Public Utilities Director at a salary of \$60,000.00. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Ms. Fields, Aye.

Upon motion made by Mr. Gilmer, seconded by Mr. Lambert, the Town Council unanimously voted to update the Water Treatment Plant hourly rate based upon classification at the following rates: Class II \$22.00, Class III \$20.00, Class IV \$18.00, Entry Level Trainee \$16.00. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Ms. Fields, Aye.

XVI. Town Managers Report

Mr. Shortt presented three quotes from Wastecorp Pumps for a Super Duty Vacuum Trailer.

2000 Gallon Heavy Duty Steel Tank	\$70,000.00
1600 Gallon Heavy Duty Steel Tank	\$52,995.00
1200 Gallon Heavy Duty Steel Tank	\$39,995.00

Upon motion made by Mr. Lambert, seconded by Mr. Gilmer, the Town Council unanimously voted to approve the purchase from Wastecorp Pumps the 1200 Gallon Heavy Duty Steel Tank Vacuum Trailer at the quoted price of \$39,995.00. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Ms. Fields, Aye.

Mr. Shortt presented some quotes trailer for the Street Department.

Kraftsman Trailers	\$28,599.00
Lucky B Trailers	\$26,740.50

Upon motion made by Mr. Lambert, seconded by Mr. Leonard, the Town Council unanimously voted to approve the purchase a 25 Ton Tag-A-Long Pro Equipment w/Lift Axle from Kraftsman Trailers for the amount of \$28,599.00 which will replace the previous motion at the October 10<sup>th</sup> Town Council meeting to purchase the 25' Trailer from Modern Super Center due to the weight capacity. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Ms. Fields, Aye.

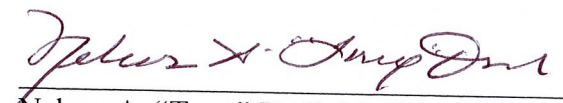
Mr. Shortt advised that the Water/Wastewater projects working with The Lane Group, the original Wastewater PER amount was \$6.7 million. He stated that he and Chris Dye prioritized the PER for the Wastewater Treatment Plant which lowered it to the amount of \$2.5 million even with a cost increase amount of ten percent for materials and supplies. He stated that hopefully the Lane Group will be able to attend the December or January meeting in order to move forward with this funding offer.

Mr. Shortt advised that he spoke with VDOT staff Mel Counts and Jeff Buchanan concerning salt storage. They feel the Town needs to plan to house their own salt starting next year. The Town Council discussed possible locations to house the salt.

Mr. Leonard requested Mr. Shortt purchase new leak detectors using capital outlay plus replace the two trees at Coal Tipple Hollow.

XVII. Adjourn: 10:42 P.M.

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