

Lebanon Town Council
Regular Monthly Meeting
Town Hall, Lebanon, Virginia
Monday, September 9, 2024
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
Richard Eric Deskins, Chief of Police
A. Diane Nunley, Clerk of Council

- I. The meeting was called to order by Mayor Dodi.
- II. Prayer: Father Emmanuel Darfour Appah Good Shepherd Catholic Church

- III. Pledge of Allegiance

- IV. Edit for items not on the agenda:

Upon motion made by Ms. Jackson, seconded by Ms. Fields, 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; Ms. Fields, Aye.

- V. Edit and approve minutes from the 08/19/24 council meeting:

Upon motion made by Mr. Leonard, seconded by Mr. Lambert, the minutes of the 08/19/24 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 August:

Mr. Shortt presented an A/P Preliminary Report Part B.

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the accounts payable for the month of August including the A/P Preliminary Report Part B 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 Hearing

An application submitted by Chad Newberry for rezoning of the property on Highland Drive from C-1 Commercial District to R-1 Single Family District

Planning Commission Members Present

Tim Coleman, Chairman
Judy Lockridge-Vice-Chairman
DeAnna Jackson, Member
Drew Shortt, Member
David Boyd, Member

Planning Commission Members Absent

David Coleman, Member
J.L. Kegley, II, Member

- A. Enter into public hearing: 6:04 P.M.
- B. Brandon Newberry spoke on behalf of his dad Chad Newberry; he advised that Chad Newberry request to change the property from C-1 Commercial to a R-1 Single Family District. He stated that they plan to build six single family homes with underground utilities plus have the road up to State Specs. Ms. Lockridge advised that the adjacent property is owned by the Russell County IDA which is currently used for a soccer field.
- C. Deborah Bailey adjacent property owners advised that one adjacent property owner had not been notified Michael Zane McReynolds. She stated that he just recently purchased the property. Ms. Nunley stated that the Town was not aware of this purchase.
- D. Town Attorney Mr. Tiller advised that the Planning Commission can table this application until the October meeting in order to give proper notification to Mr. McReynolds.
- E. Adjourn public hearing: 6:13 P.M.

VIII. Upon motion made by Mr. Gilmer, seconded by Ms. Jackson, the Town Council unanimously voted to table the application submitted by Chad Newberry for rezoning of the property on Highland Drive from C-1 Commercial District to F-1 Single Family District until the October Town Council meeting. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

IX. Public Request

Wanda Burke stated that she lives on Old Fincastle Road. She stated that the red light of Main Street and Cleveland Road when emergency vehicles are in route on calls, they have almost been hit by vehicles that do not stop for them. She requested the Town look into ways to help ensure safety for all emergency vehicles at the red lights in the Town of Lebanon.

X. New Business

Fire Study Report-Spencer Willet

Spencer Willet, Virginia Department of Fire Programs Government Affairs Manager, presented information regarding the Lebanon Fire study report. Mr. Willet made some recommendations during his presentation as follows: The Fire Chief should conduct a narrow-focused Community Risk Assessment of emergencies in the response district including the type of emergency, frequency, and type of resource needed; the Fire Chief should conduct a fleet risk assessment; the Town of Lebanon should consult with Russell County concerning the need for an aerial device countywide; increase the ability to conduct training by investing in a long-term training site in cooperation with other regional partners; recommend fireman pass apparatus driving courses before driving; the Town in conjunction with Russell County provide fire training center; the Town of Lebanon include apparatus in the Fire Department capital improvement plan; the Fire Department needs a strategic plan with a list of short-and long-term goals for the department; the Town of Lebanon and the leadership of the Lebanon Volunteer Fire Department must remain committed to recruitment and retention to maintain an adequate number of first responders; recommend the Fire Chief create a Recruitment and Retention Coordinator for the department; increase communication between the Town and the Fire Department by the Town Manager and the Fire Chief have monthly meeting; the Fire Department need Standard Operating Guidelines and Standard Operating Procedures; continue reporting data to NFIRS through the VFIRS system; cancer prevention practices because cancer is the leading health risk facing firefighters; Fire Chief create an equipment maintenance program; Fire Department undergo annual audits by an outside entity; coordinate with Russell County to utilize centralized purchasing for fire equipment to ensure that all localities to have the same equipment; consult with the Sheriff's office concerning any issues related to the dispatching of fire apparatus and work to remedy any issues. Mr. Willet stated that he was very impressed with the Lebanon Fire Department. The Town Council discussed the fire study recommendations with the Fire Chief.

XI. Town Managers Report

Mr. Shortt presented two quotes for the ballfield lights and the pickleball court lights. The quotes are as follows:

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|---------------------|--------------|
| Appalachian Power | \$379,236.00 |
| Woodward Electrical | \$295,825.00 |

Mr. Shortt advised that if the Town Council wish to move forward with this project it will require a RFP for proposed bids, advertising in the local newspaper plus regional Bristol newspaper, place on State internet website for fourteen consecutive days.

Upon motion made by Mr. Lambert, seconded by Mr. Gilmer, the Town Council unanimously voted to move forward with the Town Manager preparing RFPs for lighting projects for the ballfield, pickleball court and for the track. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

Mr. Shortt advised that at last month's meeting the Town Council approved to purchase a 2024 1500 Chevrolet Silverado and a 2024 2500 Chevrolet Silverado from Morgan McClure but now Morgan McClure cannot get any 2024 model Silverado. Mr. Shortt stated that Morgan McClure can upgrade the order to 2025 models for an extra \$3,775.00.

Upon motion made by Mr. Lambert, seconded by Mr. Leonard, the Town Council unanimously voted to amend the previous meeting motion to purchase from Morgan McClure Chevrolet the 2025 Chevrolet 1500 Silverado and the 2025 Chevrolet 2500 Silverado instead of the 2024 models with the total increase amount of \$3,775.00. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

Mr. Shortt advised that the International Dump Truck that was auctioned at Abingdon Auto Auction brought \$9,000.00 with the buyer fee \$900.00 so the Town should clear \$8,100.00.

Mr. Shortt presented updates regarding ongoing projects. The Salt Storage facility is almost complete therefore he is working on a vendor to purchase the salt from. He stated that they are digging up asphalt at the Fire Department for the landscape project. He stated that the Lane Group has created an online GIS zoning map therefore the Town can now make changes without having an engineer which can be on the Town's website. He stated that the Lead and Copper inventory line project is moving forward with the end date soon approaching. Mr. Shortt presented a rendering for the Russell Theater pavilion. He presented quotes from Steffey Construction for 6' with lattice, 6' without lattice, 8' with lattice, 8' without lattice.

Upon motion made by Mr. Lambert, seconded by Mr. Kegley, the Town Council unanimously voted to approve the Steffey Construction 8' X 50' platform with lattice using vinyl black with black aluminum handrail not to exceed \$31,520.00. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

Mr. Gilmer stated that previously the Town Council discussed making plaques on the seating as a sponsorship at the Russell Theater which would increase revenue at the Russell Theater. He stated that at the October meeting he would like a plan for selling seat plaques for the Russell Theater.

Mr. Shortt presented the pickleball court plans.

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

The Town Council agreed for the colors for the pickleball court be blue and green.

XII. Chief of Police Report

Chief Deskins presented the monthly Police Report. He advised that the two police officers at the police academy will graduate December 12, 2024. Chief Deskins advised that he attended the annual Chief's training at Break's Interstate Park which was paid for by the police academy. He advised that he got to speak with the secretary of defense Terry Cole which was helpful plus Mr. Cole plans to help the Town Police Department get the police radios that is needed. The Town Council discussed the police radios with Chief Deskins.

XIII. Town Attorney Report

Mr. Tiller advised that he had nothing to report at this time.

XIV. Enter closed session: 7:53 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 personnel 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. Leonard, 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)

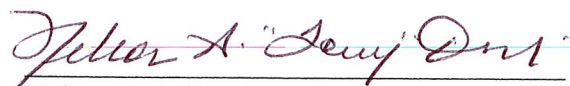
Do you certify that to the best of your knowledge, (1) the Town Council in its' closed session; only discussed public business matters lawfully exempted from open meeting requirements under this Chapter and (2) that only such public business matters as were identified in the motion by which the closed 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.

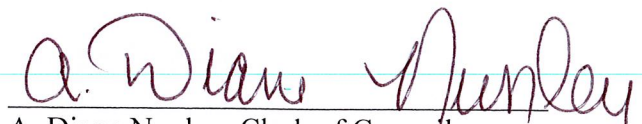
The roll call vote was as follows: Mayor Dodi, Aye; Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye; Mr. Tiller, Aye; Mr. Shortt, Aye.

XV. Adjourn closed session: 8:42 P.M.

XVI. Adjourn: 8:45 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. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, 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