

Lebanon Town Council
Regular Monthly Meeting
Town Hall, Lebanon, Virginia
Tuesday, December 3, 2024
1:00 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
Nina J. Fields, Council Member

Council Members Absent: J. Leonard Kegley, 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: Justin Blankenship Pastor Gracewood Community Church
- III. Pledge of Allegiance
- IV. Edit for items not on the agenda:

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

- V. Edit and approve minutes from the 11/12/24 council meeting:

Upon motion made by Mr. Gilmer, seconded by Mr. Lambert, the minutes of the 11/12/24 council meeting were unanimously approved. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Lambert, Aye; Ms. Fields, Aye.

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

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

Upon motion made by Mr. Gilmer, seconded by Ms. Fields, the accounts payable for the month of November including the A/P Preliminary Report Part B was unanimously approved. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Lambert, Aye; Ms. Fields, Aye.

VII. Public Request

None

VIII. New Business

None.

IX. Town Managers Report

Lighting Upgrade progress

Mr. Shortt advised that he spoke with Woodward concerning breaking up the lighting project into two fiscal years. He stated that this fiscal year they will install the electrical work plus the lighting at the Little League Fields at the cost of \$265,000.00 then July 1, 2025, they will finish by installing the lighting at the Pickleball Court, Walking Trail and Basketball Court for the remaining cost of \$149,875.00. Mr. Shortt stated that he negotiated with Woodward for a savings of \$4875.00. He stated that Woodward will work with the Town concerning the fixtures at no additional cost. He advised that Woodward plans to have the ballfield completed by the first of April. Mr. Lambert advised that the opening day for Little League is set for April 5, 2025.

Radio Quotes

Mr. Shortt advised that Chief Deskins will have the radio quotes for the January Council meeting. He stated that the radios that the Fire Department ordered are compatible plus cheaper plus Chief Deskins is impressed with them.

Water Upgrade meetings

Mr. Shortt advised that he has meetings set-up with The Lane Group, Robert Hill with Rural Development Group, Brad Humphrey and Shawn Mitchell with Virginia Health Department regarding the water upgrades. He stated that Mr. Humphrey is helping him with the application to hopefully to be more competitive when the Town reapplies for funding for the PER on the water side. Mr. Shortt stated that he is planning on applying for money to help purchase generators too.

VDOT Crosswalks

Mr. Shortt advised that to move the crosswalk down at Lebanon Middle School the only way VDOT will do the crosswalk, but they can adjust the plans for the Old Mill Park crosswalk to have the pedestrian signs which would remove part of the turn lane. The Town Council discussed this project and agreed to table the VDOT Crosswalks project until the January meeting.

CUSI

Mr. Shortt presented a quote to revisit the CUSI Software and services, which is a new billing service to replace Southern Software. He stated that the staff has several issues with Southern Software. He advised that CUSI Software will have an individual portal for each citizen which will list all their information in one portal unlike Southern Software where everything is listed in a separate location. He stated that CUSI Software has robot call or text alerts for the cutoff list,

boil alerts or any other emergency that the citizens may need to be notified of. He stated that with the CUSI Software the cutoffs will be listed on an iPad which as the customer pays the guys out doing the actual work will be notified immediately. Mr. Shortt stated that Southern Software will continue to be used for the accounting part, but he plans to continue to find another software for the accounting. He stated that the initial cost for the CUSI Software is \$13,000.00 which includes purchasing the software, training, implementation service and on call support. The monthly fee for CUSI Software is \$1,291.00. Mr. Gilmer stated that he is willing to upgrade to CUSI Software, but he feels the Town must approach a different avenue to get Town Citizens digital information. Mr. Gilmer stated that he would like a checklist that the Town has made contact with each citizen in the Town of Lebanon to obtain correct information or at least made an attempt to obtain that information.

Upon motion made by Mr. Gilmer, seconded by Mr. Lambert, the Town Council unanimously voted to move forward with CUSI Utility billing Software. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Lambert, Aye; Ms. Fields, Aye.

Taxes

Mr. Shortt advised that Machel May is currently working on the Personal Property taxes the Real Estate are completed. He requested for the last time the deadline for the Personal Property taxes as well as the Real Estate taxes be extended to January 31, 2025.

Upon motion made by Mr. Gilmer, seconded by Ms. Jackson, the Town Council unanimously voted to extend the due date for Personal Property taxes and Real Estate taxes to January 31, 2025. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Lambert, Aye; Ms. Fields, Aye.

Elijah Leonard entered the meeting 1:28 P.M.

Updates

Mr. Shortt stated that he spoke with Keith Viers concerning an update for the Main Street Villis project. He advised that Mr. Viers is waiting to hear of a \$2 million C-Prop grant application which should be awarded in December. If the project is awarded the C-Prop grant they are ready to start the project but if not awarded Mr. Viers will seek other funding options. Mr. Shortt stated that Mr. Viers plans to meet with the Town Council in January to update them concerning the Main Street Villis project.

Mr. Shortt stated that he has spoken with veterinary clinics to set up meetings to discuss the Town sponsoring a spay and neuter day. He stated that he is meeting with Dr. Peggy Rucker with Southwest Virginia Veterinary Service and someone from Margaret B. Mitchell Spay/Neuter Clinic.

Mr. Shortt advised that he has spoken with Charlie Perkins with Cumberland Plateau concerning the housing projects. He stated that Mr. Perkins will include the Town in the upcoming housing project meetings.

Mr. Shortt advised that Bike Night is this Saturday from 5:00 P.M. to 6:45 P.M. therefore Main Street will be closed for this event. He stated that Mr. Farmer plans other activities at the Russell Theater.

Mr. Shortt stated that Wes Gilmer at the Wastewater Plant has a quote to purchase a 15-horsepower pump for the Elliott Pump Station that was destroyed in the flood from Buchanan Pumps for the amount of \$9,078.30. He advised that the same 15-horsepower pump from USA Blue Book is \$9,849.26.

Upon motion made by Mr. Gilmer, seconded by Ms. Jackson, the Town Council unanimously voted to approve the 15-horsepower pump from Buchanan Pumps for the amount of \$9,078.30 for the Elliott Pump Station. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Ms. Fields, Aye.

X. Chief of Police Report

Chief Deskins presented the monthly Police Report. He advised that they are finishing their list with Shop with a Cop. He stated that Mr. Farmer scheduled the theater for December 14th for the kids to watch Home Alone at 10:30 A.M. He advised that with all donations they will be able to spend around \$450.00 for each of the twenty kids.

Chief Deskins advised that a representative from 10-33 Communications came by his office to demonstrate their radios to make sure they are compatible with the County radios. He stated that they work great plus they are about \$1,500.00 cheaper per radio.

Upon motion made by Mr. Leonard, seconded by Mr. Gilmer, the Town Council unanimously voted to approve the purchase of 6 radios for the Police Department from 10-33 Communications. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Ms. Fields, Aye.

XI. Town Attorney Report

Mr. Tiller advised that he had nothing to report.

XII. Enter closed session: 2:02 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; Ms. Fields, Aye.

B. Upon motion made by Ms. Fields, 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; Ms. Fields, Aye.

C. A. Diane Nunley, Clerk of Council, presented the Roll Call Vote:

Virginia Code, 1950, Section 2.2-3712(D)

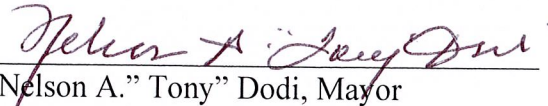
Do you certify that to the best of your knowledge, (1) the Town Council in its' closed session; only discussed public business matters lawfully exempted from open meeting requirements under this Chapter and (2) that only such public business matters as were identified in the motion by which the closed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

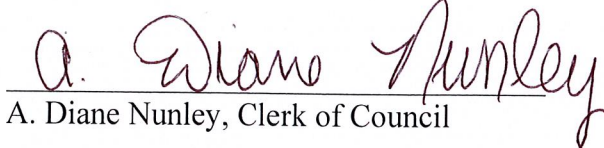
The roll call vote was as follows: Mayor Dodi, Aye; Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Ms. Fields, Aye; Mr. Tiller, Aye; Mr. Shortt, Aye.

XIII. Adjourn closed session: 3:11 P.M.

XIV. Adjourn: 3:12 P.M.

Upon motion made by Mr. Leonard, seconded by Mr. Lambert, the Town Council unanimously voted to adjourn to reconvene December 17, 2024, at 5:30 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.


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