

Lebanon Town Council
Reconvened Meeting Organizational
Town Hall, Lebanon, VA
Thursday, January 2, 2025
9:00 A.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
Diane Nunley, Clerk of Council
Kevin Tiller, Town Attorney

Staff Members Absent: Richard Eric Deskins, Chief of Police

I. The meeting was called to order by Mayor Dodi.

II. Prayer: Mayor Dodi

III. Pledge of Allegiance

IV. Edit for items not on the agenda:

Mr. Gilmer requested to add for discussion the IDA Representatives in with the Small Business Advisory Board.

Upon motion made by Mr. Gilmer, seconded by Ms. Jackson, 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. Adopt Robert's Rules of Order:

Upon motion made by Mr. Gilmer, seconded by Mr. Lambert, the Town Council unanimously voted to adopt Robert's Rules of Order for the conduct of council meetings. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

VI. Appoint Vice Mayor:

Upon motion made by Mr. Gilmer, seconded by Ms. Fields, the Town Council voted to appoint DeAnna C. Jackson as Vice Mayor of the Town Council for a two-year term beginning January 2, 2025. The vote was as follows: Ms. Jackson, Abstain; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

VII. Appoint Town Manager:

Upon motion made by Mr. Lambert, seconded by Mr. Leonard, the Town Council unanimously voted to appoint Andrew Shortt as Town Manager to serve at the will and pleasure of the council. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

VIII. Appoint Chief of Police:

Upon motion made by Ms. Jackson, seconded by Ms. Fields, the Town Council unanimously voted to appoint Richard Eric Deskins as Chief of Police to serve at the will and pleasure of the council. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

IX. Appoint Financial Administrator:

Upon motion made by Ms. Jackson, seconded by Mr. Gilmer, the Town Council unanimously voted to appoint Beverly Stinson as Financial Administrator to serve at the will and pleasure of the council. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

X. Appoint All Town Employees:

Upon motion made by Mr. Leonard, seconded by Mr. Lambert, the Town Council unanimously voted to appoint all Town Employees to their existing positions with the salaries established by the 2024-2025 budget. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

XI. Appoint Town Treasurer:

Upon motion made by Mr. Leonard, seconded by Ms. Jackson, the Town Council unanimously voted to appoint Andrew Shortt as Town Treasurer to serve at the will and pleasure of the council. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

XII. Appoint Clerk of Council:

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council unanimously voted to appoint Diane Nunley as Clerk of Council to serve at the will and pleasure of the council. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

XIII. Appoint Town Attorney:

Upon motion made by Ms. Jackson, seconded by Mr. Leonard, the Town Council unanimously voted to appoint Kevin Tiller as Town Attorney to serve at the will and pleasure of the council. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

XIV. Appoint Zoning Administrator:

Upon motion made by Ms. Jackson, seconded by Mr. Lambert, the Town Council unanimously voted to appoint Andrew Shortt as Zoning Administrator to serve at the will and pleasure of the council. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

XV. Appoint Council Committee Members and Chairpersons:

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

Finance – Scott Gilmer, Chairperson; Elijah Leonard, Member; Nina Fields, Member
Personnel, Fire, Police – Nina Fields, Chairperson; Scott Gilmer, Member; DeAnna Jackson, Member

Parks and Recreation – DeAnna Jackson, Chairperson; Bradley Lambert, Member; Scott Gilmer, Member

Water and Wastewater – Bradley Lambert, Chairperson; DeAnna Jackson, Member; Leonard Kegley, Member

Street – Elijah Leonard, Chairperson; Nina Fields, Member; Leonard Kegley, Member
Sanitation – Leonard Kegley, Chairperson; Elijah Leonard, Member; Bradley Lambert, Member

The Mayor and Town Manager are ex officio members of each committee.

XVI. Appoint Planning Commission Members:

Mayor advised that Tim Coleman wishes to no longer serve on the Lebanon Planning Commission. Mr. Tiller advised that the Planning Commission shall consist of seven members, one member may be a member of the Town Council, and one member may be a member of the Administrative Branch.

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council unanimously voted to appoint the Planning Commission members individually with a roll call vote for each position. 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. Lambert, seconded by Mr. Leonard, to appoint Reece Henry to the Lebanon Planning Commission for the first vacancy.

Upon motion made by Ms. Fields, seconded by Mr. Leonard to appoint Aaron Bostic to the Lebanon Planning Commission for the first vacancy.

Upon motion made by Mr. Gilmer, seconded by Mr. Lambert to appoint Doug Lark to the Lebanon Planning Commission for the first vacancy.

Upon motion made by Mr. Gilmer, seconded by Mr. Lambert to appoint Reed Stanley to the Lebanon Planning Commission for the first vacancy.

Roll Call vote for Reece Henry for the first vacancy as follows: Ms. Jackson, Nay; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Abstain.

Mr. Tiller advised that Reece Henry was approved to fill the first vacancy therefore there is no need to vote for the other nominations for the first vacancy for the Planning Commission.

Upon motion made by Mr. Gilmer, seconded by Mr. Kegley, the Town Council voted to appoint DeAnna Jackson as the Town Council Member to the Lebanon Planning Commission for a two-year term beginning January 2, 2025. The roll call vote was as follows: Ms. Jackson, Abstain; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council voted to appoint Andrew Shortt as the Administrative Representative to the Lebanon Planning Commission for a two-year term beginning January 2, 2025. The roll call 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 to reappoint J. L. Kegley to the Lebanon Planning Commission. The motion failed for a lack of a second.

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council voted to reappoint Judy Lockridge to the Lebanon Planning Commission for a two-year term beginning January 2, 2025. The roll call 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. Lambert, seconded by Mr. Leonard, the Town Council voted to reappoint David Boyd to the Lebanon Planning Commission for a two-year term beginning January 2, 2025. The roll call 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. Lambert, seconded by Mr. Gilmer, the Town Council voted to appoint Doug Lark to the Lebanon Planning Commission for a two-year term beginning January 2, 2025. The roll call 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. Lambert, seconded by Ms. Jackson, the Town Council voted to reappoint David Coleman to the Lebanon Planning Commission for a two-year term beginning January 2, 2025. The roll call vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

XVII. Appoint Lebanon Housing Board Members:

Upon motion made by Ms. Jackson, seconded by Mr. Leonard, the Town Council voted to appoint the following to the Lebanon Housing Board as presented for a two-year term beginning January 2, 2025:

Andrew Shortt, Chairman
Nelson A. "Tony" Dodi
M. Elijah Leonard
W. Bradley Lambert
Connie Hayes

The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

XVIII. Appoint Board of Zoning Appeals

Mr. Tiller advised that the Town Council recommends members for the Board of Zoning Appeals, but they are appointed by the Judge. He stated that Bernard Fletcher's term will expire January 31, 2025, therefore the Town Council can recommend Mr. Fletcher be reappointed or recommend someone else to the court.

Upon motion made by Mr. Leonard, seconded by Mr. Gilmer, the Town Council unanimously agreed to recommend Bernard Fletcher be reappointed to the Board of Zoning Appeals by Russell County Circuit Court. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

XIX. Appoint Small Business Advisory Board

Mayor Dodi stated that he previously spoke to the Town Council concerning appointing a Small Business Advisory Board to help establish downtown businesses. He requested that each Town Council member select an individual to serve on the Small Business Advisory Board. Mayor Dodi selected Ernie McFadden to serve on the Small Business Advisory Board. The Town Council agreed to table the appointment for Small Business Advisory Board members until the January 13, 2025, Town Council meeting.

Mr. Gilmer stated that his goal is for the Town Council to be a better partner with the IDA with their projects this year. He stated, if possible, to set aside money in the budget to help support small businesses startups as well as retention to help fill up the vacant buildings in the Town. Mr. Gilmer requested Mayor Dodi update the Town Council with available information quarterly on projects that the IDA is working on.

XX. Adopt Motor Vehicle Laws:

Upon motion made by Mr. Leonard, seconded by Mr. Lambert, the Town Council unanimously voted to adopt the motor vehicle laws as further set out in Title 18.2, 19.2, and 46.2 of the Code of Virginia. The roll vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

XXI. Set 2025 Holiday List:

Upon motion made by Ms. Jackson, seconded by Ms. Fields, the Town Council unanimously voted to approve the 2025 Holiday List 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.

XXII. Review Freedom of Information Act and Appoint FOIA Officer:

Upon motion made by Ms. Jackson, seconded by Mr. Leonard, the Town Council unanimously voted to appoint Beverly Stinson as Freedom of Information Act Officer to serve at the will and pleasure of the Council. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

XXIII. Authorize signatures on grants and other legal documents:

Upon motion made by Mr. Gilmer, seconded by Mr. Lambert, the Town Council unanimously voted to authorize the Mayor and Town Manager to sign all pertinent documentation for federal, state, and/or local grants and any and all other contracts, agreements, funding and/or all legal town documents. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

XXIV. Set regular monthly council meetings:

Upon motion made by Mr. Leonard, seconded by Mr. Gilmer, the Town Council unanimously voted to set the regular monthly council meetings for the second Monday of each month at 6:00 P.M., except for October, which will be held on the second Tuesday, due to the holiday. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Lambert, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

XXV. Town of Lebanon Purchase Policy

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council unanimously voted to approve the Town of Lebanon's Purchase Policy 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.

XXVI. Enter closed session: 9:41 A.M.

- A. Upon motion made by Mr. Gilmer, seconded by Ms. Jackson, the Town Council unanimously voted to go into closed session under Code Section 2.2-3711(A)(1) (5) for the purpose of personnel and prospective business or industry. 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. 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; Ms. Fields, Aye.
- C. A. Diane Nunley, Clerk of Council, presented the Roll Call Vote:

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

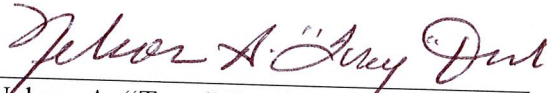
Do you certify that to the best of your knowledge, (1) the Town Council in its' closed session; only discussed public business matters lawfully exempted from open meeting requirements under this Chapter and (2) that only such public business matters as were identified in the motion by which the closed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

XXVII. Adjourn: 10:14 A.M.

Upon motion made by Mr. Lambert, seconded by Mr. Kegley, 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