

Lebanon Town Council
Regular Monthly Meeting
Town Hall, Lebanon, Virginia
Monday, December 8, 2025
1:30 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
J. Leonard Kegley, Council Member
Nina J. Fields, Council Member

Council Members Absent: W. Bradley Lambert, Council Member

Staff Members Present: Andrew R. Shortt, Town Manager
Richard Eric Deskins, Chief of Police
Diane Nunley, Clerk of Council

Staff Members Absent: Kevin D. Tiller, Town Attorney

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

II. Prayer: Nina Fields

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. Kegley, Aye; Ms. Fields, Aye.

V. Edit and approve minutes from the 11/10/25 council meeting:

Upon motion made by Ms. Fields, seconded by Mr. Leonard, the minutes of the 11/10/25 council meeting were unanimously approved. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Kegley, 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. Jackson, 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. Leonard, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

VII. Public Request

Kelly Gilmer stated that he had an agreement with the Town of Lebanon dated February 2024 to allow the Town access to the water tank through his property. He stated that article 3 of the agreement stated the either party can terminate the agreement with 30-day notice. He stated that he is giving the Town his 30-Day notice to terminate the agreement.

The Lane Group

Matthew Lane with the Lane Group, advised that they had done a sewer system evaluation survey for the Town of Lebanon which was funded by DEQ through a pilot program. He stated that the pilot program had two steps the first one was to do an evaluation study then step two was to take what was found in the evaluation study to correct those issues.

Mark Osborne with the Lane Group presented a power point presentation showing the results of the sewer system evaluation study. He stated that with the sewer system study there are three component areas which are flow monitoring, manhole inspections and smoke testing. He advised that with flow monitoring they choose the Town's oldest areas of the system. Mr. Osborne stated that the two worse areas are Gypsy Avenue and Carroll Street, which shows significant increase of rainwater in the lines. He advised that about 50% of the manholes are in good condition leaving the remaining in need of repairs. Mr. Osborne advised that the smoke testing shows any holes or defects in the lines by smoke coming out of the ground. He advised that they recommend two things, the first is on Gypsy Avenue and Carroll Street (CIPP) Cure in Place Pipe and the second thing is Manhole Rehabilitation.

Mr. Lane advised this is a common issue in Southwest Virginia regarding aging sewer lines but if not repaired the situation will only get worse. He presented the following information:

Total Project Cost Estimate	\$2,921,700.00
Principal Forgiveness	<u>\$1,168,680.00</u>
Loan Amount Virginia DEQ	\$1,753,020.00 at 0% Interest for 30 years

Mr. Lane advised that this is a great funding offer plus the pilot program is now discontinued. The Town Council discussed the Sewer System study and the DEQ funding offer. Mayor Dodi requested Mr. Lane expedite beginning this project as much as possible.

Upon motion made by Mr. Gilmer, seconded by Mr. Leonard, the Town Council unanimously voted to move forward with Mr. Shortt signing the documents with the loan from Virginia DEQ for the sewer system repairs as presented. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

VIII. New Business

Resolution Destination Marketing Organization

Shane Farmer, Parks and Recreation Director, stated that the Town always applies to Virginia Tourism for grant dollars for the Russell Theater and Cedar Fest. He stated that by changing the Town as the (DMO) Destination Marketing Organization instead of Russell County being the DMO for the Town would open more opportunities for more grant dollars for the Town.

Upon motion made by Mr. Gilmer, seconded by Ms. Jackson, the Town Council unanimously voted to approve the resolution to designate Lebanon as (DMO) Destination Marketing Organization to petition Virginia Tourism Corporation to recognize the Town of Lebanon as such. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

The Town Council expressed their appreciation for the information in the agenda regarding Fall and Winter Staff Duties for the Parks and Recreation Facility and Russell Theater Facility.

Approve the 2026 Holiday Schedule and 2026 Meeting Schedule

Upon motion made by Mr. Gilmer, seconded by Ms. Fields, the Town Council unanimously voted to approve the 2026 Holiday Schedule and 2026 Town Council Meeting Schedule as presented. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

Robert Meade Retirement Resolution

Upon motion made by Mr. Kegley, seconded by Mr. Leonard, the Town Council unanimously voted to approve the retirement resolution for Robert Meade as presented. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

IX. Town Managers Report

Thanksgiving Donation

Mr. Shortt expressed his appreciation as well as the Town Employees for the Christmas Dinner as well as the Christmas Bonus. He stated that in the information section of their Town Council packet is a list of Town of Lebanon projects, cost and terms of payment.

Mr. Shortt stated that last month the Town Council approved to donate to Lebanon High School \$5,000.00 for the Community Thanksgiving Dinner. The Town received an invoice from Performance Foods for the amount of \$5,133.97, the cooks around \$1,980.00 plus other cost. He stated that next year the Town needs to budget \$8,000.00 for the Thanksgiving Dinner.

Upon motion made by Mr. Kegley, seconded by Mr. Gilmer, the Town Council unanimously voted to approve the additional funds to Lebanon High School to cover the Community Thanksgiving expense for the cooks plus reimburse Nina Fields for her expense for the Community Thanksgiving Dinner. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

Quillen Pump Station

Mr. Shortt presented some quotes to replace the pump at the Quillen Tank. The quotes are as follows:

Boggs Municipal Services	\$30,146.00 exact pump & motor replacement
Buchanan Pump Service	\$24,892.15 Different but same specs
Buchanan Pump Service	\$63,662.25 Exact Pump & motor replacement
CITCO Water	\$53,218.00 Exact Pump, different motor

The Town Council discussed the quotes. Mr. Gilmer requested Mr. Shortt find out the warranty on each of the quotes.

Projects Updates

Mr. Shortt advised the bid advertisement for the West Main Streetscape project will be in the Lebanon News this week which will be ready for review the January Meeting. He stated that he is waiting on support letter from Ryan Potts and Sheriff Watson for the pre-app for the Pioneer Drive sidewalk project. He stated that he is looking for grants to help with the cost estimate study for the Pioneer Drive Sidewalk project.

X. Chief of Police Report

Chief Deskins presented the monthly Police Report. Chief Deskins stated that the Shop with a Cop was Saturday they had 20 kids with 3 kids not able to attend but will arrange another day for them with a spending amount of \$300.00 per kid.

XI. Town Attorney Report

XII. Enter closed session: 2:33 P.M.

A. Upon motion made by Mr. Leonard, seconded by Ms. Fields, 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. Kegley, Aye; Ms. Fields, Aye.

B. Upon motion made by Mr. Gilmer, seconded by Mr. Kegley, 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. Kegley, Aye; Ms. Fields, Aye.

C. 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. Kegley, Aye; Ms. Fields, Aye; Mr. Shortt, Aye.

XIII. Adjourn closed session: 3:55 P.M.

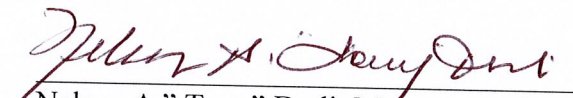
XIV. Mr. Shortt advised that he checked on the warranty on the pumps for the Quillen Tank. The warranties are as follows:

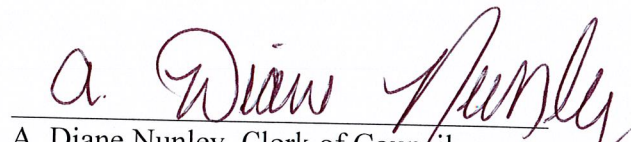
Boggs Municipal Services	1 Year Manufacturing Warranty
Buchanan Pump Service	3 Year Mechinal Warranty and
	1 Year Labor Warranty

Upon motion made by Mr. Kegley, seconded by Mr. Leonard, the Town Council unanimously voted to approve the quote from Buchanan Pump Service for the amount of \$24,892.15 as presented. The vote was as follows: Ms. Jackson, Aye; Mr. Gilmer, Aye; Mr. Leonard, Aye; Mr. Kegley, Aye; Ms. Fields, Aye.

XV. Adjourn: 3:58 P.M.

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