

Lebanon Town Council
Regular Monthly Meeting
Town Hall, Lebanon, VA
Monday, March 13, 2017
6:00 P.M.

Council Members Present: Nelson A. "Tony" Dodi, Mayor
J. C. Boyd, Vice Mayor
J. Hassel Kegley, Council Member
A. Doyle Fields, Council Member
DeAnna C. Jackson, Council Member
Kevin B. Ferguson, Council Member
Scott J. Gilmer, Council Member

Staff Members Present: Michael L. Duty, Town Manager
Jackie L. Hubbard, Controller
A. Diane Nunley, Administrative Assistant
Kevin D. Tiller, Town Attorney
Christopher C. Kiser, Police Detective

Staff Members Absent: Mark A. Mitchell, 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:

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

V. Edit and approve minutes from the 2/13/17 regular council meeting and the 3/6/17 emergency council meeting:

Upon motion made by Ms. Jackson, seconded by Mr. Ferguson, the minutes from the 2/13/17 regular council meeting and the 3/6/17 emergency council meeting were unanimously approved. The vote was as follows: Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Ferguson, Aye; Mr. Gilmer, Aye.

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

Upon motion made by Mr. Boyd, seconded by Mr. Kegley, the accounts payable and capital assets for the month of February were unanimously approved as edited to revise the payment amount to Community Planning Partners, Inc. for Lebanon Economic and Master Planning Fees for the period of 12/1/2016 – 2/15/2017 to \$15,000.00. The vote was as follows: Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Ferguson, Aye; Mr. Gilmer, Aye.

VII. Public Hearing to consider:

Public comments on the proposed Community Development Block Grant (CDBG) proposal to be submitted to the Virginia Department of Housing and Community Development for the Lebanon Downtown Revitalization Project.

A. The Town Council recessed from regular session, 6:15 P.M.

B. Mayor Dodi opened the public hearing, 6:15 P.M.

C. Shane Farmer with the Cumberland Plateau Planning District Commission discussed the CDBG Grant Program. He advised that the grant application must be submitted by March 29, 2017.

Upon motion made by Mr. Boyd, seconded by Mr. Gilmer, the Council unanimously voted to authorize Mayor Dodi to sign all pertinent documents relating to the Town's CDBG Grant application. The vote was as follows: Mr. Ferguson, Aye; Ms. Jackson, Aye; Mr. Kegley, Aye; Mr. Boyd, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye.

VIII. Mayor Dodi closed the public hearing, 6:25 P.M.

IX. The Town Council returned to regular session, 6:25 P.M.

X. Upon motion made by Mr. Boyd, seconded by Mr. Kegley, the Council unanimously voted to approve the resolution honoring town employee, Chase Campbell, for his physical and moral courage demonstrated on February 14, 2017 when he administered first-aid to a child during a medical emergency. The vote was as follows: Mr. Ferguson, Aye; Ms. Jackson, Aye; Mr. Kegley, Aye; Mr. Boyd, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye.

XI. The Town Council recognized the following members of the Lebanon High School Wrestling Team for their success at the 2017 VHSL Group 2A State Wrestling Championship:

Cole Stoots – First Place
Logan Smith - Second Place
Ethyn Yates - Third Place
J.C. Potts – Fifth Place

XII. Public Requests:

A. Mr. John Parris was present to thank the Council for the Nuisances and Derelict Buildings Ordinances and informed the Council of other properties in Town that that were in violation of these Ordinances.

XIII. Town Manager's Report:

Mr. Duty presented the Town Manager's report for the month of February.

Mr. Ferguson requested that Mr. Duty provide details on the street name changes throughout the town. Mr. Duty informed the Council that the suffixes of 4 town streets were corrected and new street signs installed. He also advised that the affected residents, as well as the local post office, registrar's office and e911 office, had been notified.

Mr. Duty also informed the Council of the upcoming retirement of Chief Water Plant Operator, Larry Cole.

A. Police Department Report: None.

XIV. Town Attorney Report: None.

XV. New Business:

A. RCMC Foundation Board Prescription Drug Drop Box Program:

Mayor Dodi informed the Council that the Russell County Medical Center Foundation Board had requested a partnership with the Town of Lebanon and the Lebanon Police Department on a prescription drug drop box program. He advised that the cost of the drop box as well as installation costs would be covered by the RCMC Foundation Board. The Town's responsibility would be to provide a safe, convenient location for the box with the police department being responsible for emptying the box when full and turning over medications at the biannual DEA National Take-Back Events.

Upon motion made by Mr. Kegley, seconded by Mr. Gilmer, the Council unanimously voted to approve the partnership with the Russell County Medical Center Foundation Board on a prescription drug drop box program. The vote was as follows: Mr. Ferguson, Aye; Ms. Jackson, Aye; Mr. Kegley, Aye; Mr. Boyd, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye.

B. Appointment of Emergency Management Coordinator:

Upon motion made by Mr. Boyd, seconded by Mr. Ferguson, the Council unanimously appointed Mr. Mark Mitchell as the Town of Lebanon Coordinator for the Russell County Emergency Management Team. The vote was as follows: Mr. Ferguson, Aye; Ms. Jackson, Aye; Mr. Kegley, Aye; Mr. Boyd, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye.

XVI. Old Business:

A. Approval of Revised Old Mill Park Design Plan:

Upon motion made by Ms. Jackson, seconded by Mr. Ferguson, the Council unanimously approved the revised design plan presented by the Town Manager for the Old Mill Park which was edited to include seven parking spaces behind the gazebo. The vote was as follows: Mr. Ferguson, Aye; Ms. Jackson, Aye; Mr. Kegley, Aye; Mr. Boyd, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye.

Mr. Greg Hancock was present and thanked the Council for revising the Old Mill Park design plan to include parking spaces.

XXIV. Resume: 7:15 P.M.

XXV. Enter closed session: 7:15 P.M.

- A. Upon motion made by Mr. Gilmer, seconded by Mr. Ferguson, the Town Council unanimously voted to go into closed session under Code Section 2.2-3711(A)(5) for the purpose of discussing prospective business or industry. The vote was as follows: Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Ferguson, Aye; Mr. Gilmer, Aye.
- B. Upon motion made by Mr. Boyd, seconded by Mr. Kegley, the Town Council unanimously voted to return to regular session. The vote was as follows: Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Ferguson, Aye; Mr. Gilmer, Aye.
- C. Diane Nunley, Administrative Assistant, 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; Mr. Boyd, Aye; Mr. Kegley, Aye; Ms. Jackson, Aye; Mr. Fields, Aye; Mr. Gilmer, Aye; Mr. Ferguson, Aye; Mr. Tiller, Aye; Mr. Duty, Aye.

XXVI. Adjourn closed session: 7:55 P.M.

XXVII. Mr. Boyd requested that the Council review the proposed Management Policies Handbook before the April monthly meeting.

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

Adjourn monthly meeting: 8:00 P.M.


Nelson A. "Tony" Dodi, Mayor


Stephanie L. Burke, Clerk of Council

Minutes recorded by: A. Diane Nunley, Administrative Assistant
Minutes prepared by: Stephanie L. Burke, Clerk of Council
Minutes approved by: Michael L. Duty, Town Manager