

**Town of Dublin
Council Minutes
January 21, 2021**

The Town of Dublin held its monthly meeting on Thursday, January 21, 2021 at 7:00 p.m., in Council Chambers. Present: Mayor Benny Skeens. Council members present: Steve Crigger, Dallas Cox, Debbie Hager, Edith Hampton, Peggy Hemmings and Debbie Lyons. Others Present: Town Manager and Clerk of Council Tyler Kirkner, Town Attorney Samuel Campbell, Administrative Assistant Deanna Marshall, Superintendent of Utilities Darrin Cullip, Chief of Police Dennis Lambert, Officer Ethan Akers, Treasurer Rebecca Wright.

Call to Order

Mayor Skeens asked everyone one to take a moment of silence for the recent passing of Officer Perry Hodge.

Mayor Skeens welcomed everyone and called the meeting to order. Dallas Cox led everyone in the Pledge of Allegiance.

Minutes

Mayor Skeens asked if there were any additions, deletions or corrections to the November 19, 2020 minutes. Peggy Hemmings made a motion to approve the minutes. Steve Crigger seconded.

Roll call:

Debbie Lyons Yes

Peggy Hemmings Yes

Dallas Cox Yes

Steve Crigger Yes

Edith Hampton Yes

Debbie Hager Yes

All were in favor.

Reports of Officials

Darrin Cullip stated the town had a few water breaks. Dennis Lambert presented Mr. Kirkner with a gift card from the Police Department and a Thank You card to Mayor Skeens and Council members for their support and the Christmas Bonus.

Committee Reports

Steve Crigger stated lights have been installed in the Fire House and around the exterior. There will be windows installed by Professional Windows and Door. The lights were installed by Dublin Electric.

Peggy Hemmings stated REMSI has ordered a new ambulance which will be stationed at Dublin. Dublin is averaging 580 calls per month. The NRRA was recently audited and everything financial was in good condition. The budget will be voted on at the next meeting, January 27, 2021; a rate increase is on the table. Dublin's rates will be coming down to \$24.00 per ton from \$27.00 per ton. This will get Dublin inline with the other localities.

Steve Crigger stated the Pepper's Ferry Regional Wastewater Treatment Authority is getting ready to go into phase 2 of the sulfate study. There will be an increase of \$3.29.

Old Business

There was no old business.

New Business

Information Packet

Mr. Kirkner stated council had in their packets a list of projects and work in progress items. This is a communication tool for Council to stay up to date, preview ongoing projects and ask questions.

Up Date on Warehouse 112

Mayor Skeens stated Council had toured warehouse 112 before the meeting. Everything is taking shape and looking good. Some of the materials have been a little hard to get and the budget is expected to be larger than anticipated.

PDR discussion

Mr. Kirkner stated Dublin has one of the best disposal rates in Virginia and that the NRRA is well managed. One concern that staff has however, is with the issue of reserves for the Ingles Mountain closure. PDR (Pulaski, Dublin, Radford) is solely responsible for the costs required to close the landfill and yet the total NRRA Board determines the outcome of the closure costs limits and reserves. Mr. Kirkner gave a brief background of the landfill and the Ingles Mountain closure fund. The fund savings is over \$4 million and PDR has questions as to the adequacy of the reserves and when and if the fund overages can be returned. The managers of PDR met with Joe Levine in September 2020 to discuss these issues and determined that a draft reserve policy would be submitted to Mr. Levine for his review and comments. No response to the draft has been given to the Town of Dublin by Mr. Levine. Mr. Skeens and I received a

NRRA packet on January 21st 2021 and one of the items on the agenda was a new reserve policy to be discussed on the next meeting to be held on January 27, 2021. It was the opinion of Mayor Skeens and myself that it did not address the issues of the submitted draft by Mr. Sweet for the PDR managers. Mr. Kirkner presented a recommendation to the Mayor and Council stating that the staff would like to recommend that our NRRA representative make a motion to table the approval of the proposed New River Resource Authority Reserve Policy for further discussion and development. Staff's specific issues are that the policy does not address our PDR concerns as were discussed in our PDR managers meeting and does not address previously stated objections. Mr. Kirkner read the resolution. Steve Crigger made a motion to table the resolution. Debbie Lyons seconded.

Roll call:

Debbie Lyons Yes

Peggy Hemmings Yes

Dallas Cox Yes

Steve Crigger Yes

Edith Hampton Yes

Debbie Hager Yes

All were in favor.

Update on Dublin Recreation Building Site

Mr. Kirkner reminded Council members of the recreation building located at the corner of Galway and Dunlap. The Town of Dublin provided the property for the current building with an agreement that the property would be returned to the Town if the LLC ever ceased to exist. Three member's signatures are preferred to sign the Deed of Gift generated by Mr. Campbell. Bill Chrisley is trying to make contact with another member and set up a meeting. The other member is believed to be deceased. Sam Campbell stated two signatures would work if no one else was living.

Budget Report

Mr. Kirkner stated General Fund Revenues were 36% and Expenditures were 44%. Enterprise Revenues were 52% and Expenditures were 51%.

Capital Improvement Discussion

Mr. Kirkner stated there have been changes to the budget under the Capital Improvement line item of the Enterprise Fund. Some of the proceeds from the loan on warehouse 112 were initially set up in that fund. A DIDA Building 112 Renovation Loan Summary has been added to the last page of the budget. Current loan proceeds of \$50,000.00 have been issued at this time. The remainder of the funds can be drawn anytime as needed.

Resolution-VDOT

Mr. Kirkner stated VDOT has given the town a schedule to go by regarding the Urban Maintenance Program. The first step is a U-1 Form to determine lane miles and mapping which was submitted to VDOT in November, 2020. Once approved the U-1 Form along with maps and the resolution will be transmitted to the Resident Engineer/Administrator of the Virginia Department of Transportation. Mr. Kirkner read the resolution. Steve Crigger made a motion to approve the resolution. Debbie Lyons seconded.

Roll call:

Debbie Lyons Yes

Peggy Hemmings Yes

Dallas Cox Yes

Steve Crigger Yes

Edith Hampton Yes

Debbie Hager Yes

All were in favor.

Resolution for Purchase of Equipment

Mr. Kirkner stated it was time to purchase new equipment and Council has in their packet an Equipment Loan of \$72,000. Included are:

1. A \$9,000.00 push camera for Sewer investigation is needed for finding blockages, clogs, roots, breaks and conducting maintenance inspections. The town has been borrowing the School Board's camera.
2. Also, listed is a \$56,000.00 mini-excavator that will be used for the VDOT program, Utility Department, Removal of power poles in the Industrial Park, Demolition of 233 Newbern Road and Underground Electrical.
3. A \$6,000.00 Rock Hammer for the mini-excavator.

Mr. Campbell stated he has a term sheet for a loan from National Bank for 60-months with a total payout of \$78,840.00 or 72-months with a total payout of \$80,234.00. The interest rate will be fixed for the term at 3.63%. If paid monthly on 60 months, payments will be \$1,314.00. If paid monthly on 72 months, payments will be \$1,114.36. Mr. Campbell presented council with a borrowing resolution authorizing the town to borrow up to \$72,000.00 on a term of 60 months or 72 months. The resolution also grants to the Town Manager and the Town Treasurer authority to elect the amortization and payment periods which can be made monthly, quarterly, semi-annually or annually. Mr. Campbell stated quarterly would be the better deal because there would be less accrual of interest. Dallas Cox made a motion to accept the resolution at 60 months. Peggy Hemmings seconded.

Roll call:

Debbie Lyons Yes

Peggy Hemmings Yes

Dallas Cox Yes

Steve Crigger Yes

Edith Hampton Yes

Debbie Hager Yes

All were in favor.

Additional Holidays

Mayor Skeens read the current holidays. Lee Jackson Day is being dropped and Juneteenth Day and Election Day are being added to the new proposed holidays. Mayor Skeens recommended going to the new proposed holidays. Mr. Kirkner stated this was for informational purposes only; an amendment will have to be adopted at a later date.

Update-233 Newbern Road

Mr. Kirkner noted legal counsel has stated as long as the town has not received any response or correspondence back from the owner's representative, the town is authorized to proceed with the demolition order.

Mayor Skeens confirmed that no notification has been received and the property needed to be demolished, repaired or replaced. Its condition was unacceptable and Mr. George Jennings was given until November 13, 2020 to make a written request to the Town Mayor or come before the Town Council presenting a plan for remediation of the building.

Things "Well done" by staff and departments

Mr. Kirkner stated Renee Worrell is fairly new to the Treasurer's Office and is a steadfast worker. Ryan Gravely, Patrol Officer is a hard worker and diligent on the streets.

Public Comment

There were no public comments. Mayor Skeens adjourned the meeting.

Respectfully submitted,



Tyler F. Kirkner
Clerk of Council