

**Town of Dublin
Council Minutes
January 16, 2025**

The Town of Dublin held its monthly meeting on Thursday, January 16, 2025, at 7:00 pm, in Council Chambers. Present: Mayor Debbie Lyons. Council members, Juliana Cox, Debbie Hager, Edith Hampton, Wayne Seagle and Jared Smith. Others present: Town Attorney Samuel Campbell, Town Manager and Clerk of Council Darrin Cullip, Chief Lambert, Police Department employees, Fire Chief Dean Russell, Assistant Treasurer Kimberly Dalton, Treasurer Rebecca Wright and guest.

Call to Order

Mayor Lyons welcomed everyone and called the meeting to order.

Pledge of Allegiance

Mayor Lyons asked everyone to stand for the pledge of allegiance.

Open Public Hearing – Public hearing for presentations by candidates desiring to be appointed to the council to fill vacant council seat, until a special election on November 4, 2025

Mr. Campbell stated a vacancy has been created on council by accidental to the mayor's office. Council has the authority to appoint a replacement member only until the next election. Council may consider candidates for this public hearing. A person that's interested in taking that council's seat for a term to extend to November 4, 2025 when a special election will be held. In accordance with General Assembly a special notice was placed on the town web site; advertisement put in the local paper and posted more than 7 days in advance of this meeting.

Mayor Lyons asked if there were any candidates desiring to be appointed to council. Doug Poe stated he would like to be considered. There was no other interest.

Close Public Hearing

Mayor Lyons closed the public hearing.

Minutes of November 21, 2024

Mayor Lyons asked if there were any corrections, deletions or additions to the November 21, 2024 minutes. Edith Hampton made a motion to approve the minutes. Debbie Hager seconded.

Roll call:

Juliana Cox Abstain

Jared Smith Abstain

Edith Hampton Yes

Debbie Hager Yes

Wayne Seagle Yes

Vote: 3-Yes; 2-Abstain

Reports of Officials

Rebecca Wright – Treasurer

Nothing to report.

Dennis Lambert – Police Chief

Chief Lambert stated he received a small fracture in his ankle from an altercation with an individual on New Year’s Eve. There were two heron overdoses within fifteen minutes of each other.

Darrin Cullip – Utility

Darrin Cullip stated the Utility Department has been working on getting insulation in the town shop building and it’s almost completed. Water loss is looking better; the new meters have made a real difference improving water numbers. There are a few issues.

Dean Russell – Fire Chief

Chief Russell thanked council for their continued support and asked for a follow up on filling the full-time position. The department has been without this position since July 2024. Darrin Cullip stated council was working on several issues with the Fire Department and the position is still in the works.

Committee Reports/Authority Reports

NRV Airport Commission - Darrin Cullip stated he has been receiving email updates and things are good.

Pepper's Ferry (PFRWTA) – Darrin Cullip stated they have kept him posted. Need to get someone appointed.

Virginia's First (VFRIFA) – Debbie Lyons stated the last quarterly meeting was in December. Next meeting is scheduled for March. Nothing new to add.

NRRA – Darrin Cullip stated they meet yesterday, he and Debbie Lyons attended. The authority went over the budget and approved it. Talking about rate increases for next month's meeting.

Mount Rogers Cigarette Tax Board – Darrin Cullip stated things continue to be good. Regular checks keep coming in.

New River Regional Commission – Darrin Cullip stated there has not been a meeting yet. He has talked with Kevin Byrd who is working on the EPA.

Old Business

There was no old business to discuss.

New Business

Appointment of new council member to replace Mrs. Lyons

Sam Campbell stated council will appoint a replacement of a council member to assume Debbie Lyons former seat. The term will be appointed tonight through election day of the November 4, 2024 special election. Whom ever is elected at that election would be eligible to take office the next day. Mr. Campbell noted, Steve Cringer's vacant seat and the seat Jared Smith is holding along with Debbie Lyons seat to be filled tonight will have to be refilled on a special election November 4, 2025 for a one-year term then it will go back on a four-year cycle. The following will be posted on the town's web site and at the Clerk's Office.

NOTICE OF SPECIAL ELECTION OF DUBLIN TOWN COUNCIL MEMBERS

A special election will be held on November 4, 2025 to elect two members to the Town of Dublin's council, each to serve one year terms (i.e., from November 5, 2025 to December 31, 2026) to complete the terms of two former council members. All qualified voters who are residents of the Town of Dublin, Virginia may, and are urged to, vote in this special election. Any residents of the Town of Dublin who are age 18 or older and are interested in serving on the town's council should contact the Pulaski County General Registrar/Director of Elections at 87 Commerce Street, Pulaski; tel. 540 980 2111, prior to June 17, 2025 to qualify as candidates to be on the ballot for this special election.

Debbie Lyons asked if there were any nominations for person(s) to fill the vacancy. Jared Smith made a motion to appoint Doug Poe. Edith Hampton seconded. There were no other nominations, Mayor Lyons closed the nominations.

Roll call:

Juliana Cox <u>Yes</u>	Jared Smith <u>Yes</u>
Edith Hampton <u>Yes</u>	Debbie Hager <u>Yes</u>
	Wayne Seagle <u>Yes</u>

Vote: 5-Yes

Election by council of vice-mayor – nomination

Mayor Lyons entertained a motion for a nominee for Vice-Mayor of Dublin Town Council. Debbie Hager nominated Wayne Seagle. Juliana Cox seconded. Mayor Lyons asked if there were any other nominations for vice-Mayor. There being none, nominations were closed.

Roll call:

Juliana Cox <u>Yes</u>	Jared Smith <u>Yes</u>
Edith Hampton <u>Yes</u>	Debbie Hager <u>Yes</u>
	Wayne Seagle <u>Yes</u>

Vote: 5-Yes

Appointment information – Appointments are now from 1/16/25 to 1/15/2026 unless otherwise indicated for appointed Town Employees

Sam Campbell stated this is still a one-year appointment but wanting to make clear so no body feels there is a gap that the appointment will run from organizational meeting to the next organizational meeting. The organizational meetings are now in January.

Re-appointment of Samuel D. Campbell as Town Attorney until March 27, 2025

Mayor Lyons asked for a motion to re-appoint Samuel Campbell until March 27, 2025. Edith Hampton made a motion to re-appoint Samuel Campbell. Jared Smith seconded.

Roll call:

Juliana Cox <u>Yes</u>	Jared Smith <u>Yes</u>
Edith Hampton <u>Yes</u>	Debbie Hager <u>Yes</u>
	Wayne Seagle <u>Yes</u>

Vote: 5-Yes

Appoint Trent G. Crewe Jr. as Town Attorney, term beginning March 28, 2025

Mayor Lyons asked for a motion to appoint Trent G. Crewe Jr. as Town Attorney, term to begin March 28, 2025. Jared Smith made a motion to appoint Mr. Crewe. Wayne Seagle seconded.

Roll call:

Juliana Cox <u>Yes</u>	Jared Smith <u>Yes</u>
Edith Hampton <u>Yes</u>	Debbie Hager <u>Yes</u>
	Wayne Seagle <u>Yes</u>

Vote: 5-Yes

Selection of Accounting Firm to serve as Auditors for 2025-2026. (RFP) Robinson, Farmer and Cox

Mayor Lyons asked for a motion to re-appoint Robinson, Farmer and Cox as town auditors. Edith Hampton made a motion to re-appoint Robinson, Farmer and Cox. Debbie Hager seconded.

Roll call:

Juliana Cox <u>Yes</u>	Jared Smith <u>Yes</u>
Edith Hampton <u>Yes</u>	Debbie Hager <u>Yes</u>
	Wayne Seagle <u>Yes</u>

Vote: 5-Yes

Re-appointment of Town Officers

- Treasurer Rebecca J. Wright
- Assistant Treasurer.....Kimberly R. Dalton
- Fire Chief.....Dean Russell
- Town Manager.....Darrin Cullip
- Clerk of Council..... Darrin Cullip
- Chief of PoliceDennis R. Lambert, term ending January 31,2025
- Chief of PoliceDavid King Jr., term beginning February 1, 2025

Edith Hampton made a motion to re-appoint town officers as a group. Jared Smith seconded.

Roll call:

Juliana Cox Yes

Jared Smith Yes

Edith Hampton Yes

Debbie Hager Yes

Wayne Seagle Yes

Vote: 5-Yes

Approval of Officers-Chief, Line and Executive Officers as approved by the Dublin Volunteers Fire Department. **Current officers were voted in in June of 2024. The new officers will be voted in on June of 2025. *The Action required is to affirm the officers in place until the new officers are voted in on June of 2025.***

Edith Hampton made a motion to affirm the Chief, Line and Executive Officers approved by the Dublin Fire Department. Jared Smith seconded.

Roll call:

Juliana Cox Yes

Jared Smith Yes

Edith Hampton Yes

Debbie Hager Yes

Wayne Seagle Yes

Vote: 5-Yes

Committee Appointments

- NRV Airport
- Peppers Ferry RWTA
- VA's First
- NRRA
- Mount Rogers Cigarette Tax Broad
- New River Regional Commission

Sam Campbell stated these six committees and authorities will have designating Dublin Town representatives on the Board of Directors, Commissions and Authorities. Members have to be an elected official of the town, except for the Mount Rogers Cigarette Tax board.

Mayor Lyons asked for a nomination for the NR Airport Commission. Juliana Cox made a motion to appoint herself. Jared Smith seconded.

Roll call:

Juliana Cox Yes

Jared Smith Yes

Edith Hampton Yes

Debbie Hager Yes

Wayne Seagle Yes

Vote: 5-Yes

Mayor Lyons asked if anyone was interested in being an alternate. Doug Poe made a motion to nominate himself. Jared Smith seconded.

Roll call:

Juliana Cox <u>Yes</u>	Jared Smith <u>Yes</u>
Edith Hampton <u>Yes</u>	Debbie Hager <u>Yes</u>
	Wayne Seagle <u>Yes</u>

Vote: 5-Yes

Mayor Lyons asked for a nomination for Pepper's Ferry Regional Wastewater Authority. Mayor Lyons made a motion to appoint Wayne Seagle. Debbie Hager seconded.

Roll call:

Juliana Cox <u>Yes</u>	Jared Smith <u>Yes</u>
Edith Hampton <u>Yes</u>	Debbie Hager <u>Yes</u>
	Wayne Seagle <u>Yes</u>

Vote: 5-Yes

Mayor Lyons asked if anyone was interested in being an alternate. Edith Hampton made a motion to nominate Darrin Cullip as alternate. Mayor Lyons seconded.

Roll call:

Juliana Cox <u>Yes</u>	Jared Smith <u>Yes</u>
Edith Hampton <u>Yes</u>	Debbie Hager <u>Yes</u>
	Wayne Seagle <u>Yes</u>

Vote: 5-Yes

Mayor Lyons asked for a nomination for VA First Regional Industrial Facility Authority. They are two primaries for the board. Mayor Lyons made a motion to appoint Edith Hampton. Jared Smith seconded.

Wayne Seagle nominated Debbie Hager. Debbie Lyons seconded.

Roll call:

Juliana Cox <u>Yes</u>	Jared Smith <u>Yes</u>
Edith Hampton <u>Yes</u>	Debbie Hager <u>Yes</u>
	Wayne Seagle <u>Yes</u>

Vote: 5-Yes

Mayor Lyons asked for a nomination for NRRA. Edith Hampton made a motion to appoint Mayor Lyons. Juliana Cox seconded. Wayne Seagle made a motion to appoint Darrin Cullip as alternate. Debbie Hager seconded.

Roll call:

Juliana Cox <u>Yes</u>	Jared Smith <u>Yes</u>
Edith Hampton <u>Yes</u>	Debbie Hager <u>Yes</u>
	Wayne Seagle <u>Yes</u>

Vote: 5-Yes

Mayor Lyons asked for a nomination for Mount Rogers Cigarette Tax Board. Mayor Lyons made a motion to appoint Darrin Cullip. Wayne Seagle seconded.

Roll call:

Juliana Cox <u>Yes</u>	Jared Smith <u>Yes</u>
Edith Hampton <u>Yes</u>	Debbie Hager <u>Yes</u>
	Wayne Seagle <u>Yes</u>

Vote: 5-Yes

Mayor Lyons asked for a nomination for alternate to the Mount Rogers Cigarette Tax Board. Mayor Lyons made a motion to appoint Jared Smith. Edith Hampton seconded.

Roll call:

Juliana Cox <u>Yes</u>	Jared Smith <u>Yes</u>
Edith Hampton <u>Yes</u>	Debbie Hager <u>Yes</u>
	Wayne Seagle <u>Yes</u>

Vote: 5-Yes

Mayor Lyons asked for a nomination to serve on the New River Regional Commission. Mayor Lyons made a motion to appoint Wayne Seagle. Debbie Hager seconded.

Roll call:

Juliana Cox <u>Yes</u>	Jared Smith <u>Yes</u>
Edith Hampton <u>Yes</u>	Debbie Hager <u>Yes</u>
	Wayne Seagle <u>Yes</u>

Vote: 5-Yes

Mayor Lyons asked for a nomination to serve as alternate to New River Regional Commission. Mayor Lyons made a motion to appoint Doug Poe. Edith Hampton seconded.

Roll call:

Juliana Cox Yes

Jared Smith Yes

Edith Hampton Yes

Debbie Hager Yes

Wayne Seagle Yes

Vote: 5-Yes

Consideration of formation of standing personnel committee and appointment of members (≥3) to same

Sam Campbell stated the town did not currently have a Personnel Committee and recommended that a committee be formed and populated. The Personnel Policy was last updated December, 1990. The Personnel Committee would review, consider, formulate the policy and recommend to council for formal adoption. This would include hiring practices, sick leave, vacation times and retirement matters.

Edith Hampton made a motion to establish a council level Personnel Committee. Juliana Cox seconded.

Roll call:

Juliana Cox Yes

Jared Smith Yes

Edith Hampton Yes

Debbie Hager Yes

Wayne Seagle Yes

Vote: 5-Yes

Council agreed to hold Personnel Committee nominations at next month's meeting.

Consideration of amendment to, or termination of, an existing inter-departmental law enforcement agreement

Sam Campbell stated council had in their packets an agreement that was entered in 2009, authorizing Towns of Pulaski, Dublin and Pulaski County to effectively arrest in the County and Town of Pulaski if something occurs in their presents. This is intended for enforcement of state law not local ordinances and serious crimes. Mr. Campbell stated they are items that need to be addressed and recommended if continued; to invoke provisions of 15.2-726 rather than 736 as referred to in this agreement. Mutual Indemnification and indemnity provisions needs to be looked at again. Wayne Seagle made a motion to authorize Town Attorney to seek appropriate amendments to the agreement from the Town of Pulaski, Sheriff's Department and Town of Dublin and its Police Department. Jared Smith seconded.

Roll call:

Juliana Cox Yes

Jared Smith Yes

Edith Hampton Yes

Debbie Hager Yes

Wayne Seagle Yes

Vote: 5-Yes

Consideration of resolution authorizing purchase of TASERS for Police Department

Sam Campbell stated the town has the opportunity to purchase eight used taser units along with holsters and assorted taser cartridges. The units will be examined to assess that they are in working order and used initially in training exercises which will determine their functionality/performance for further use, the ranking officers of the Town of Dublin Police Department are satisfied that use of these tasers poses no enhanced risk to Dublin's police officers and thus recommend purchase of these tasers. Edith Hampton made a motion to buy 8 tasers from Town of Pearisburg for \$1,000. Wayne Seagle seconded.

Roll call:

Juliana Cox Yes

Jared Smith Yes

Edith Hampton Yes

Debbie Hager Yes

Wayne Seagle Yes

Vote: 5-Yes

Consideration of taking legal action against non-paying tenants of Warehouse #106

Darrin Cullip stated warehouse #106 was rented to an individual who has not paid rent; everything has been moved out. Mr. Kirkner never got a lease signed. Another tenant in the Industrial Park is interested in rented #106. Sam Campbell stated November 12th he sent the individuals a letter stating if not paid by November 19th he would submit a landlord's lien and lock them out. Mr. Campbell stated as of November 2024, \$13,600 is owed in rent and \$1,700 in utilities. They have been there eight months and have never paid anything. Edith Hampton made a motion to send a promissory note. Debbie Hager seconded.

Roll call:

Juliana Cox Yes

Jared Smith Yes

Edith Hampton Yes

Debbie Hager Yes

Wayne Seagle Yes

Vote: 5-Yes

Consideration of terms of agreement between Town and County for Squad 10's use of Town's fire department building

Sam Campbell stated council adopted a resolution for Squad 10 to be headquartered on the second floor of the Fire Department Building. The County would enter into agreement to lease the space and also effect any and all improvements to the second-floor space at no cost to the Town of Dublin. Those improvements would remain if Squad 10 moved out of the Fire Department Building and become property of the Town of Dublin without compensation back. An agreement has been prepared that states; initially there will be a one-year term with automatic renewals with sixty-days notices by either party to terminate. Darrin Cullip stated he would be meeting with the County to discuss their expectations of the agreement. Edith Hampton made a motion to authorized the Town Manager to continue negotiations with the County including a proposed annual rent of \$37,500. Jared Smith seconded.

Roll call:

Juliana Cox Yes

Jared Smith Yes

Edith Hampton Yes

Debbie Hager Yes

Wayne Seagle Yes

Vote: 5-Yes

Budget Report November-December

Darrin Cullip stated the budget for November was at 41% and appeared to be on track despite a couple of line items that were high. Those line items will be monitored over the next six months. The Town's work on the water system over the past year seems to be paying off.

Report that new, comprehensive lease has been entered into with Camrett Logistics

Darrin Cullip stated Camrett has sign a new updated lease. The lease is a two-year term with automatic renewal that will be ten-years with increases. The rent was raised to market rate. The shop building that was remolded will be paid on a 10-year term.

Edmonds Gov Tech Software

Darrin Cullip stated Debbie Lyons, Kim, Pam and himself had sit in on an Edmonds Gov Tech Software demonstration. Edmonds is an online accounting software program that includes work order and water billing software. This would allow the Town to use one program for its operations. The initial cost would be \$100,000 with a yearly cost of \$50,000 as compared to current annual cost of \$30,000 to maintain several programs that are not compatible with each other. Customers would have a portal to go into to look at what they've paid; taxes, utilities etc. This software would intergrade with our work order program. The town would pay a separate fee for the GIS program. Wayne Seagle made a motion to have Darrin negotiate with Edmonds Gov Tech Software. Juliana Cox seconded.

Roll call:

Juliana Cox Yes

Jared Smith Yes

Edith Hampton Yes

Debbie Hager Yes

Wayne Seagle Yes

Vote: 5-Yes

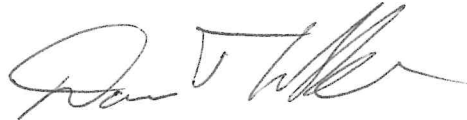
Retirement Recognition of Chief Lambert

Mayor Lyons presented Chief Lambert with a plaque honoring him for his 27-1/2 years of service to the Town as a member of the Dublin Police Department. Chief Lambert's service began in 1997 as a patrolman. Chief Lambert said "I've loved my time here at Dublin and I love our citizens; I love working with everyone. Thank you for bestowing that honor on me".

Public Comment

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Darrin T. Cullip". The signature is fluid and cursive, with a large initial "D" and "T".

Darrin T. Cullip
Clerk of Council