

**Town of Dublin
Council Minutes
March 21, 2024**

The Town of Dublin held its monthly meeting on Thursday, March 21, 2024, at 7:00 p.m., in Council Chambers. Present: Council members, Vice-Mayor Steve Crigger, Debbie Hager, Edith Hampton, Debbie Lyons and Wayne Seagle. Absent: Dallas Cox and Town Attorney Sam Campbell. Others present: Mayor Benny Skeens, Town Manager and Clerk of Council Tyler Kirkner, Lieutenant David King, Superintendent of Utilities Darrin Cullip, Administrative Assistant Deanna Marshall and guest.

Call to Order

Mayor Skeens welcomed everyone and called the meeting to order.

Pledge of Allegiance

Everyone stood and participated in the pledge of allegiance.

Minutes of February 15, 2024

Mayor Skeens asked if there were any additions, deletions or corrections to the February 15, 2024 minutes. Mr. Crigger made a motion to accept the minutes. Mrs. Hampton seconded.

Roll call:

Debbie Lyons Yes

Steve Crigger Yes

Dallas Cox Absent

Debbie Hager Yes

Edith Hampton Yes

Wayne Seagle Yes

Vote: 5-Yes; 1-Absent

Reports of Officials

Lt. King stated there would be a Drug-Take-Back on April 27th at CVS in Dublin from 10 am. to 2 pm.

Darrin Cullip stated they are still working on the replacement of water meters with 65% completed. There are about 600 left and some are large meters.

Mayor Skeens stated that employees would receive March 29th, Good Friday off. Also, Council will need someone to take Dallas Cox's seat until the end of the year. Anyone wanting to run would be interviewed.

Committee Reports/Authority Reports

NRV Airport Commission-Mr. Cox was not present to report.

Pepper's Ferry-Mr. Crigger stated there was nothing new to report.

Virginia's First-Mrs. Lyons stated they met on March 10th and the budget was submitted. There are several projects up for consideration.

Pulaski County Public Safety (REMSI)-Ms. Hager stated there was nothing new.

NRRA-Mr. Kirkner stated the budget was approved and things were good. Mrs. Hampton stated there was a public hearing held at the last meeting.

Mount Rodgers Cigarette Tax Board-Mr. Kirkner stated things were the same as last year and everything is operating as expected.

Old Business

No old business to discuss.

New Business

Closed Session per Code of Virginia Section § 2.2-3711. Titled "Closed meeting authorized for certain limited purposes" To address: Discussion of Personnel Matters: 2.2-3711 A (1)

Mrs. Lyons made a motion to enter into closed session. Mr. Crigger seconded.

Roll call:

Debbie Lyons	<u>Yes</u>	Steve Crigger	<u>Yes</u>
Dallas Cox	<u>Absent</u>	Debbie Hager	<u>Yes</u>
Edith Hampton	<u>Yes</u>	Wayne Seagle	<u>Yes</u>

Vote: 5-Yes; 1-Absent

Re-entry from Close Session Certification of Proceedings per Code of Virginia Section § 2.2-3712 D

Mrs. Hampton made a motion that only those items listed were discussed in closed session. Mr. Crigger seconded.

Roll call:

Debbie Lyons Yes

Steve Crigger Yes

Dallas Cox Absent

Debbie Hager Yes

Edith Hampton Yes

Wayne Seagle Yes

Vote: 5-Yes; 1-Absent

Brownfield Multipurpose Grant Submission #3

Mr. Kirkner discussed the re-submission for a \$500,000 multi-purpose grant for renovations, asbestos, pipes, roof repairs and building drains for the Camrett portion of the Industrial Park.

Brownfield Assessment Grant \$50,000 Purpose

Mr. Kirkner stated the town received a \$50,000 assessment grant for remediation of an oil tank and to verify that the kerosene tank was not leaking at the Industrial Park. CHA is assisting the Town.

A response to our application for a Federal EPA Grant of \$1,000,000 is expected by July.

In previous meetings, the Council had requested a work session to discuss 1) Our Next Three-Month Goals (2) Utility Rate Review and (3) New Budget Review- When, What, How

Mr. Kirkner asked council when they would like to meet. Mrs. Lyons suggested Thursday, March 28th at 6 pm. Council agreed.

Budget Report

Contracts in Progress (CI)		VDOT Change			
Month Reporting	General Fund	Enterprise Fund			
15-Feb-23	Revenue	Expenditures	Revenue	Expenditures	
Feb	budget	2,278,114	2,278,114	3,606,000	3,606,000
		1,145,739	1,366,764	2,622,575	3,007,277
	Actual	50%	60%	73%	83%
	Budgeted	67%	67%	67%	67%
		-17%	-7%	6%	16%
		Below Est	Below Est	Above Est	Above Est

Contracts in Progress (CI)		Reserve Adjusted		VDOT Change		Enterprise fund	Gen Fund
Month Reporting	General Fund	Enterprise Fund		Reserves	Current		
15-Feb-23	Revenue	Expenditures	Revenue	Expenditures	meters	\$	
Feb	budget	2,278,114	2,278,114	3,606,000	3,606,000	Gar/imp	\$ 224,676
		1,145,739	1,272,128	2,622,575	2,124,462		\$ 882,815
	Actual	50%	56%	73%	59%		\$ 3,007,277
	Budgeted	67%	67%	67%	67%		\$ 2,124,462
		-17%	-11%	6%	-8%		
		Below Est	Below Est	Above Est	Below Est		
							94,636
							807,491
							712,855

Claytor Lake Festival Sponsorship \$250.00 - \$500.00

Mr. Kirkner stated the Claytor Lake Festival will be held Saturday, June 8, 2024. Council has the “2024 Claytor Lake Sponsorship Packet” included in their packet for review. Mr. Kirkner stated the town donated \$300.00 last year. Mrs. Lyons made a motion to continue with the donation of \$300.00 for this year. Mr. Crigger seconded.

Roll call:

Debbie Lyons Yes

Steve Crigger Yes

Dallas Cox Absent

Debbie Hager Yes

Edith Hampton Yes

Wayne Seagle Yes

Vote: 5-Yes; 1-Absent

Things “Well Done” by staff and departments

Mr. Kirkner stated the well done goes to the utility department. They have been working all day on the line at Colonial Drive, replacing 350 feet of 6” pipe and 50 feet of 2”the existing line was galvanized and wat leaking profusely. This work affected eight homes and two fire

hydrants. An estimated cost to do this work with outside forces would have anticipated a cost of over \$100,000 but the town forces completed the work for under \$25,000. .

Public Comment

Mayor Skeens stated Dallas Cox was under the weather and to keep him in your thoughts and prayers. Mayor Skeens also announced he would not be running again this year and thanked everyone for their support over the years.

Mrs. Lyons stated the Veterans Cemetery would be holding a fashion show again this year at the Dublin Lions Club on Monday, April 15th at 6 pm. Tickets will be \$20.00.

Respectfully submitted,



Tyler F. Kirkner
Clerk of Council