

**Town of Dublin
Council Meeting
May 19, 2022**

The Town of Dublin held its monthly meeting on Thursday, May 19, 2022 at 7:00 p.m., in council chambers. Present: Mayor Benny Skeens. Council members present: Dallas Cox, Vice-Mayor Steve Crigger, Debbie Hager, Edith Hampton, Debbie Lyons and Wayne Seagle. Others present: Clerk of Council and Town Manager Tyler Kirkner, Chief of Police Dennis Lambert, Superintendent of Utilities Darrin Cullip, Fire Chief Dean Russell, Treasurer Rebecca Wright, Investigator/Sergeant Wayne David, Administrative Assistant Deanna Marshall and guest.

Call to Order

Mayor Skeens welcomed everyone and called the meeting to order.

Pledge of Allegiance

Dallas Cox led everyone in the Pledge of Allegiance.

Open Public Hearing Regarding "Budget for Fiscal Year 2022-2023"

Mr. Kirkner stated council had in their packets a copy of the budget. The budget has been advertised as required and follows the statute in advance of the hearing date and there is a quorum for voting. Mr. Kirkner went over the FY Budget 2022-2023 (attached). Mayor Skeens stated no action would be taken until the June meeting and opened the floor to any questions, comments or concerns.

Close Public Hearing Regarding "Budget for Fiscal Year 2022-2023"

There being no comments Mayor Skeens closed the Public Hearing.

Open Regular Council Meeting

Minutes-April 21, 2022

Mayor Skeens asked if there were any additions, deletions or corrections to the April 21, 2022 minutes. Debbie Lyons made a motion to approve the minutes. Wayne Seagle seconded.

Roll call:

Debbie Lyons Yes

Steve Crigger Abstain

Dallas Cox Yes

Debbie Hager Yes

Edit Hampton Yes

Wayne Seagle Yes

Vote: 5-Yes; 1-Abstain

Reports of Officials

Chief Lambert stated 114 pounds of drugs was received during the Drug-Take-Back recently. The Police Department will take drugs year-round (except for syringes and anything with batteries) and citizens can drop them off at the department. Chief Lambert stated he and Sherri Bralley had written a grant and the Commonwealth has given the department money to support off duty officers to do follow-ups on mental health patients. The department is two months into the program and there has been good feed back from the community.

Mayor Skeens asked Investigator Wayne David to step forward and Mr. Kirkner presented him with a plaque honoring his 11 years, 10 months of service with the Town. Wayne will be retiring from the Police Department July 1, 2022. Wayne started working for the Town in April, 1999 to April 2002 left to work for Pulaski County Sheriff's Office and returned to the Town in August 2013. Wayne has served as Patrol Officer, Corporal, Sargant, Lead Investigator, purchasing and out-fitting Police cars, ordering fire arms and ammunition, Fire Arms Instructor, Instructor at the Police Academy and in charge of the Drug-Take-Back Program.

Officer David stated he has worked over twenty years with the public doing the best he could and now it was time to help himself and have a better life for himself.

Chief Russell stated the Fire Department was in the process of replacing the back parking lot of the Fire Station. The project has been more costly than anticipated. The Town and Fire Department employees have put a lot of work into the project.

Darrin Cullip updated the Council on our need to switch manufacturers of our radio-read meters. The new Utility Shop is coming along well with drywall scheduled in the next two weeks. Some materials are being moved to the new location to be organized. Water is trending good and usage is running around 530,000 gallons per day.

Mr. Kirkner stated the town now has the new first mapping drawings showing where all the towns water lines located. This map will be up-loaded into the County's system. Draper Aden has worked on the project.

Rebecca Wright stated first-half Real Estate tickets have gone out and are due June 6, 2022.

Committee Reports

Dallas Cox stated the Airport is continuing to get the water lines moved and they have reached out to Congressman Griffiths office to try and find an airplane to put on the field. Mr. Cox noted council had in their packets a flyer for a Fly-In Lunch catered by Mission BBQ.

Vice-Mayor Crigger stated Mr. Kirkner attended the last meeting and thanked him for attending. Mr. Kirkner stated things were running well. The new manager is doing a good job.

Mrs. Lyons stated Virginia's First meets quarterly (meeting in June). REMSI which now is Pulaski County Emergency met on May 3rd, they have three openings in their new facilities and are getting ready to open Station 5 located in Pulaski. In the first quarter they received 1,500 calls with suicide attempts higher than the previous quarter.

Mrs. Lyons stated if any council member was interested in riding in the parade to let Deanna know. The parade is coming along well with a lot of interest.

Mayor Skeens asked if Wayne David would be interested in being the Grand Marshal.

Mr. Kirkner stated he was absent at the last NRRA meeting due to his first grandson being born. A resolution was passed that sets forth money for groups in the area to do clean-up projects. They can now have landfill expenses paid.

Mr. Kirkner stated things were working well with the Mounty Rogers Cigarette Tax Board and revenue expectations have been exceeded. The town received the quarterly payment yesterday.

Old Business

There was no old business to discuss.

New Business

Pepper's Ferry RWTa-FY 2022-2023 Board Member Compensation

Mr. Kirkner stated the Town made a resolution that it would be notified (with approval) in Board pay matters for Pepper's Ferry Regional. A letter has been sent to the Town stating the cost of living adjustment (COLA) of 3% has been approved for the upcoming fiscal year with the Board Members being paid as part-time employees. Staff recommended approval of the 3% COLA for the Board. Debbie Lyons made a motion to approve the 3% cost of living increase

and authorize Mr. Kirkner to write a letter notifying the Board of the TOD Council's approval of the 3% COLA. Dallas Cox seconded.

Roll call:

Debbie Lyons Yes

Steve Crigger Abstain

Dallas Cox Yes

Debbie Hager Yes

Edith Hampton Yes

Wayne Seagle Yes

Vote: 5-Yes; 1-Abstain

Update on sell/survey for Bagging Plant Rd (lot line adjustment)

Mr. Kirkner stated NRV Land Surveyors is working on the survey for the project and the plat should be ready by Wednesday, May 25th.

Discussion on selling or renting the existing Bagging Plant Utility facility. Staff recommendation and use of funds

Mr. Kirkner stated staff recommends selling or renting the Utility Building on Bagging Plant Road. A realtor has looked at the site and been advising staff. Sam Campbell has advised if Council chooses, they will need to authorize the Town Manager to work with the real estate agent to get an estimated cost/sell value and commission. A public hearing would then be advertised and voted on at the next monthly meeting. Dallas Cox made a motion for Tye to proceed. Edith Hampton seconded.

Roll call:

Debbie Lyons Yes

Steve Crigger Yes

Dallas Cox Yes

Debbie Hager Yes

Edith Hampton Yes

Wayne Seagle Yes

All were in favor.

ARPA Grant update (1st submission by April 20, 2022) complete. Working on Guidance requirements

Mr. Kirkner stated the Town was in conformance with the reporting requirements for the first tranche (partial payment) of the ARPA funding. There were over 34,000 jurisdictions

reporting. Late June or early July should be the delivery of the second tranche of \$1.34 million dollars to be received by the Town. The town along with Sam Campbell is working on the Conflict of Interest Policy.

Asbestos Abatement in Park

Mr. Kirkner stated there had been \$75,000 of asbestos abatement completed in the dock areas. The remaining fiberglass pipe insulation and the unused piping can now be removed for easier access and storage. This cost that has been paid can be used as a contributor to the in-kind giving's on the Brownfield Grant. The Town is fast approaching having enough to fully fund the matching for a \$500,000.00 project.

ARPA 2nd tranche of funds. Water Meters, Console and real time reading

Mr. Kirkner stated the ARPA 2nd tranche of funds is primarily going to be used to fund our total Radio-Read water meter system.

Current Budget Report

Contracts in Progress (CIP)								
Month Reporting		General Fund			Enterprise Fund		Total Ent Revenue	
4-31-2022		Revenue	Expenditures	Revenue	Expenditures	3,121,491	tot rev	
April	budget	1,916,215	1,916,215	3,121,491	3,121,491	1,340,471	4,461,962	
		1,568,010	1,573,759	2,907,958	3,116,660			
		82%	82%	93%	99.85%			
		75%	75%	75%	75%			
		-7%	-7%	-18%	-25%			
		Above Rev	Below Exp.	Above Rev.	Above Exp.			

233 Newbern Demolition

Mr. Kirkner stated Monday May, 23rd demolition will start at 233 Newbern Road and the town will have three days to complete or will have to re-file. DEQ has been notified.

4th Update

Mayor Skeens stated the Flag Ceremony will begin at 9 am on the front steps with the parade beginning at 11 am at the old Dublin Middle School. Mayor Skeens asked Wayne David if he would be the Grand Marshal.

Things "Well done" by staff and departments

Mr. Kirkner stated this month's "well done" goes to Investigator/Sergeant Wayne David and Utility worker Michael Bowers.

Mayor Skeens stated he had received an email stating there would be a Memorial Day Ceremony Monday, May 30th at the Veterans Cemetery from 9:30-10:30 am. Everyone is invited.

Mayor Skeens thanked everyone for the flowers and prayers for the recent passing of his sister.

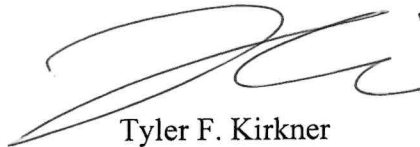
Public Comment

Darrin Cullip stated the 4-H group has been working on the flower bed across from Bucko's. TA Produce, Poor Boy's and ACE Hardware have donated flowers and plants.

Adjournment

Mayor Skeens stated he would be on vacation next month and would not be at the Council Meeting. Vice-Mayor Steve Crigger would be conducting the meeting. Mayor Skeens adjourned the meeting.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Tyler F. Kirkner', with a stylized, flowing script.

Tyler F. Kirkner
Clerk of Council

NOTICE OF PUBLIC HEARING TOWN OF DUBLIN FY 2022-2023 BUDGET

The Dublin Town Council will hold a public hearing regarding the proposed budget for fiscal year 2022-2023 at its regular meeting starting at 7:00 p.m. on May 19, 2022 in the Council Chambers at the Dublin Town Center, 101 Dublin Park Road, Dublin, Virginia. Attendance and comment by the public is welcome. The Dublin Town Council will then convene for approval of a budget for fiscal year 2022-2023 at 7:00 p.m. on June 16, 2022 at the Dublin Town Center, 101 Dublin Park Road, Dublin, Virginia.

The following is a synopsis of the proposed budget and is published for informational and fiscal planning purposes only:

<u>General Fund</u>	2022-2023	
Revenue:		
Real Estate & Personal Property Taxes	\$	370,440
Other Local Taxes	\$	451,000
Licenses and Permits	\$	63,000
Fines	\$	13,000
State Revenue	\$	865,589
Miscellaneous Revenue	\$	270,000
Total General Fund Revenue	\$	2,033,029
Expenditures:		
General Administrative	\$	204,871
Police	\$	466,266
VDOT Street Dept Eligible	\$	672,687
Street Dept In-Eligible	\$	4,850
Fire Marshal	\$	11,180
Fire	\$	102,938
REMSI, Inc.	\$	6,800
Recreation Department	\$	2,500
Capital Outlay	\$	61,537
Debt Service	\$	86,000
Nondepartmental		333,400
General Fund Balance	\$	50,000
General Fund Cash Flow Reserves	\$	30,000
Total General Fund Expenditures	\$	2,033,029
<u>Enterprise Fund</u>		
Revenue:		
Water Sales	\$	1,842,748
Sewer Fees	\$	633,000
Solid Waste Collection/Disposal Fees	\$	260,000
Dublin Industrial Park	\$	644,120
ARPA Tranch (2nd Half)	\$	1,340,471
Total Enterprise Fund Revenues		\$4,720,339
Expenditures:		
Water Department	\$	1,455,916
Sewer Department	\$	360,000
Nondepartmental	\$	325,000
Capital Outlay	\$	322,144
Solid Waste Collection/Disposal	\$	139,000
Dublin Industrial Park	\$	521,000
Debt Service	\$	186,808
Enterprise Unrestrictive Reserves	\$	70,000
ARPA Expenses	\$	1,340,471
Total Enterprise Fund Expenditures		\$4,720,339
Total Budget-Revenue & Expenditures for both Funds		\$6,753,368

All persons desiring to comment on the proposed budget should submit their comments in writing to the Dublin Town Manager prior to the hearing or may appear before the Council at the above-stated time and place.
Copies of the proposed ordinance are available for review in the Dublin Town Treasurer's Office.