

**Town of Dublin  
Council Minutes  
May 20, 2021**

The Town of Dublin held its monthly meeting on Thursday, May 20, 2021 at 7:00 p.m., in Council Chambers. Present: Mayor Benny Skeens. Council members present: Vice-Mayor Steve Crigger, Dallas Cox, Debbie Hager, Edith Hampton, Debbie Lyons and Wayne Seagle. Others present: Town Attorney Sam Campbell, Town Manager and Clerk of Council Tyler Kirkner, Administrative Assistant Deanna Marshall, Investigator Wayne David, Superintendent of Utilities Darrin Cullip and Treasurer Rebecca Wright.

**Call to Order**

Mayor Skeens welcomed everyone and call the meeting to order.

**Open Public Hearing Regarding “Proposed Water, Sewer and Garbage Service Rate and Fee Increases” Ordinance 2021-1**

Mayor Skeens opened the Public Hearing for questions and/or comments. There being none, Mayor Skeens closed the Public Hearing.

**Open Public Hearing Regarding “Proposed Cigarette Tax Increase” Ordinance 2021-2**

Mayor Skeens opened the Public Hearing for questions and/or comments. There being none, Mayor Skeens closed the Public Hearing.

**Open Public Hearing Regarding “Budget for Fiscal Year 2021-2022”**

Mayor Skeens opened the Public Hearing for questions and/or comments. There being none, Mayor Skeens closed the Public Hearing.

**Open Regular Council Meeting**

Mayor Skeens opened the regular meeting and asked if there were any additions, deletions or corrections to the April 15, 2021 minutes. Steve Crigger made a motion to accept the minutes. Debbie Lyons 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

### **Reports of Officials**

Rebecca Wright stated Tax Tickets had been mailed and are due June 18, 2021. Wayne David asked if the Town would be having the Flag Ceremony this year. Mayor Skeens stated the Town would have the Flag Ceremony. Mr. Kirkner stated it was the Town of Pulaski's turn to have the parade. Wayne David stated the Town collected 38 pounds from the "Drug take Back" that was held at CVS.

Mr. Kirkner stated Jerry Selleck called and expressed his appreciation to the Police Department for their professionalism in an incident that happened on his property earlier in the week.

Darrin Cullip stated some of the flower beds outside the building had been cleaned up and repaired. Tye, Deanna and Darin were a part of a meeting with the Town of Pulaski's Kim Caudill regarding VDOT procedures.

Trees have been cut down where the new Town sign will be placed.

A water leak was found and repaired near Edith Hamptons home.

### **Committee Reports/Authority Reports**

There were no committee reports.

### **Old Business**

No Old Business.

### **New Business**

#### **Entertain a motion to vote on "Proposed Water, Sewer and Garbage Service Rate and Fee Increases" Ordinance 2021-1**

Mr. Campbell stated the advertisement was advertised in the Patriot, April 30, 2021 and May 7, 2021. Both dates are in compliance with the statute in advance of the hearing date and there is a quorum for voting. Dallas Cox made a motion accept the proposed Water, Sewer and Garbage Service Rate and Fee Increases. Steve Crigger seconded.

Roll call:

Debbie Lyons Yes  
Dallas Cox Yes

Steve Crigger Yes  
Debbie Hager Yes

Edith Hampton Yes

Wayne Seagle Yes

All were in favor

Entertain a motion to vote on "Proposed Cigarette Tax" Ordinance 2021-2

Debbie Lyons made a motion to approved the proposed Cigarette Tax. Wayne Seagle 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

**A vote on the 2021-2022 budget will be held next month 6/17/21. The Memorandum on the budget is in your packet**

Mr. Campbell stated the notice was advertised in the Patriot, April 30, 2021 and May 14, 2021. Both dates are in compliance with the statue in advance of the hearing date. Council will vote on the budget at the June 17, 2021 meeting. Mr. Kirkner stated the budget was going from \$4,348,010 to \$5,037,706, a difference of \$689,696 primarily because of the VDOT Urban Maintenance responsibilities.

Re-appointment of Mr. Samuel D. Campbell as Town Attorney

Mr. Kirkner stated he respectfully submit that Mr. Samuel D. Campbell be re-appointed as Town Attorney. Debbie Lyons made a motion to re-appoint Sam Campbell. Debbie Hager 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

Approval of Officers-Chief, Line and Executive Officers as approved by the Dublin Volunteer Fire Department.

Mayor Skeens read the 2021 Election Results (attached) and recommended the stated officers be approved. Edith Hampton made a motion to approve the newly elected officers. Debbie Hager 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

Selection of Accounting Firm to serve as Auditors for 2021-2022

Mr. Kirkner stated the Treasurers Office was in the process of getting caught up with Audits. The current firm of Dominion Accounting Services is assisting in pre-audit preparation with a Council approved auditor to follow. Mr. Kirkner recommended utilizing the current firm of Dominion Accounting Services. Steve Crigger made a motion to approve Dominion Accounting Services. 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

Re-appointment of Town Officers

Mr. Kirkner stated per the Town Charter, appointed officers shall be re-appointed on or before the July Council Meeting. Therefore, he respectfully submits the following officers for re-appointment.

Treasurer ..... Rebecca L. Wright  
Assistant Treasurer ..... Kimberly R Dalton  
Chief of Police .....Dennis R. Lambert  
Fire Chief..... Dean Russell  
Town Manager .....Tyler F. Kirkner  
Clerk of Council ..... Tyler F Kirkner

Edith Hampton made a motion to re-appoint the stated officers. Debbie Lyons seconded.

Roll call:

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

All were in favor

#### Closed Session "Consultation with Legal Counsel"

Steve Crigger made a motion to enter into closed session. Debbie Lyons seconded.

Roll call:

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

All were in favor

#### Return from Closed Session

Edith Hampton made a motion that only those items listed were discussed in closed session. Steve Crigger 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

### **Budget Report**

Contracts in Progress (CIP)			General Fund		Enterprise Fund	
	Month Reporting		Revenue	Expenditures	Revenue	Expenditures
9	30-Apr-21		69%	77%	103%	90%
	Estimated	83%	83%	83%	83%	83%
			14%	6%	-20%	-7%
			Below Rev..	Below Exp..	Above Rev.	Above Exp.
Comments						

### **Industrial Park Update Bld. 112, Electrical, Transformers, Insurance Claim**

Mr. Kirkner stated the Grand Opening for #112 "Dublin Home Store" will be June 5<sup>th</sup> from 9 am to 4 pm. A load of transformers will be going out the first of the week. The Town has received reimbursement for the Electrical Insurance claim.

### **Things "Well done" by staff and departments**

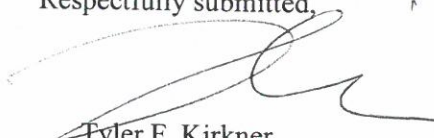
Kim Dalton, Assistant Treasurer is the recipient of the Well Done for this month. Kim has completed the change- over of the new Water program and a portal for customers.

Mayor Skeens stated he would be out of town for the June meeting. Vice-Mayor Steve Crigger will conduct the meeting.

### **Public Comment**

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

Respectfully submitted,

  
Tyler F. Kirkner  
Clerk of Council