

**Town of Dublin
Council Meeting
March 16, 2023**

The Town of Dublin held its monthly meeting on Thursday, March 16, 2023 at 7:00 p.m., in Council Chambers. Present: Mayor Benny Skeens. Council members present: Dallas Cox, Debbie Hager, Edith Hampton, Debbie Lyons and Steve Crigger. Absent: Council member Wayne Seagle and Town Attorney Samuel Campbell. Others present: Town Manager and Clerk of Council Tyler Kirkner, Police Chief Dennis Lambert, Fire Chief Dean Russell, Treasurer Rebecca Wright, 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.

Minutes-February 16, 2023

Mayor Skeens asked if there were any corrections, deletions or additions to the February 16, 2023 minutes. Steve Crigger made a motion to accept the minutes. Edith Hampton seconded.

Roll call:

Debbie Lyons Yes

Steve Crigger Yes

Dallas Cox Yes

Debbie Hager Yes

Edith Hampton Yes

Wayne Seagle Absent

Vote: 5-Yes; 1-Absent

Resolution commending Steve Willis for his service and friendship to the Town of Dublin

Mayor Skeens asked Steve Willis to come forward. Mayor Skeens read a resolution (attached) honoring Steve Willis and presented Mr. Willis with a plaque for his dedication and long-term relationship with the Town as a trusted employee of Camrett Logistics.

Reports of Officials

Rebecca Wright stated town decals were on sale and due by April 15th.

Chief Lambert stated there would be a Drug-Take-Back Saturday, April 22, from 10 am to 2 pm at the CVS parking lot. Chief Lambert stated the Mental Health requirements have been a challenge. Recently Dublin Police were tied up with one mental health person for 72-hours waiting for acceptance by a mental hospital. The State Police and County Sheriffs Department had to cover the Town during that period. Chief Lambert noted crime has increased.

Fire Chief Russell thanked council for their support with the recent maintenance. The department has recently installed new doors, floors and ceiling tiles.

Committee Reports/Authority Reports

NRV Airport Commission-Mr. Cox stated there was nothing to add this month.

Pepper's Ferry-Mr. Crigger stated there was nothing to add this month

Virginia's First-Mrs. Lyons and Mrs. Hampton-Mrs. Lyons stated they meet on March 8th and the Secretary/Treasurer will be retiring. Patton Logistics is continuing to work on the second warehouse.

Pulaski County Public Safety (REMSI)-Ms. Hager stated there was not a meeting this month, the next meeting is scheduled for May.

NRRA-Mr. Kirkner stated the budget has been completed and in place for next year. The Patrick County emergency permit was approved.

Mount Rogers Cigarette Tax Board-Mr. Kirkner stated everything is going well. There might be changes with the administrator cost which would mean \$1,500-\$2,000 additional cost to the Town.

Old Business

There was no old business to discuss.

New Business

Giles "Through Truck Traffic" restriction's

Mr. Kirkner stated VDOT sent him an email stating they are actively pursuing what can be done in method and format.

One Bag Challenge

Mayor Skeens stated Dallas, Edith, Tye and himself picked up 10 to 12 bags of trash on Saturday, February 25th. Debbie Lyons stated she wanted to pick up trash on Maple Street.

Mr. Kirkner stated Tate Street has never been a qualifying street for VDOT or Town streets. Some of the homeowners own halfway out into the street. Additionally, there was approximately five to six hundred feet of galvanized pipe that was leaking and in desperate need of replacement and/or eliminated. The town recently re-hooked residents from the 2-inch galvanized line to the 8-inch line that was installed in the area in the 2008 waterline upgrade. Mr. Kirkner stated he has received the same type of call from a resident on Haga Drive which is also a non-eligible road. The town has \$5,000 to \$6,000 budgeted for non-eligible roads.

Budget

Contracts in Progress (CIP)							
	Month Reporting	General Fund		Enterprise Fund			
	28-Feb-23	Revenue	Expenditures	Revenue	Expenditures		
	February	budget	2,033,029	2,033,029	4,720,339	4,720,339	
			1,162,645	1,081,935	3,944,705	2,102,701	
		Actual	57%	53%	84%	45%	
		Budgeted	67%	67%	67%	67%	
			-10%	-14%	17%	-22%	
			Below Est	Below Est.	Above Est	Below Est.	

Contracts in Progress (CIP)			Adjusted				
	Month Reporting	General Fund		Enterprise Fund		Enterpr. Revenue -Arpa	
	28-Feb-23	Revenue	Expenditures	Revenue	Expenditures	4,720,339	
	February	budget	2,033,029	2,033,029	3,379,868	3,379,868	1,340,471
			1,162,645	1,081,935	2,604,234	2,102,701	3,379,868
		Actual	57%	53%	77%	62%	1,340,471
		Budgeted	67%	67%	67%	67%	2,604,234
			-10%	-14%	10%	-5%	
			Below Est	Below Est.	Above Est	Below Est.	

Discussion on "In Year Adjustments to the Current 2022/2023 Budget"

Mr. Kirkner stated the auditors often recommend in year adjustments for line items that are significantly different than the budget. Three-line items were recommended for adjustment. Mayor Skeens suggested council members have a voice vote to make the necessary budget adjustments. Debbie Lyons made the motion. Steve Crigger seconded.

Roll call:

Debbie Lyons Yes

Steve Crigger Yes

Dallas Cox Yes

Debbie Hager Yes

Edith Hampton Yes

Wayne Seagle Absent

Vote: 5-Yes; 1-Absent

In Year Adjustments 3/16/2023		
Adjustments		
General Fund		
600 DEBT SERVICE		
02 TOWN CENTER-PNC BANK(was)	\$ 73,440.00	
02 TOWN CENTER-PNC BANK(now)	0.00	
GENERAL FUND CASH FLOW RESERVES (was)	\$ 30,000.00	
GENERAL FUND CASH FLOW RESERVES (now)	\$ 103,440.00	
Enterprise Fund		
07 SHORT-TERM DEBT, EQUIPMENT(was)	\$ 10,000.00	
08 SHORT-TERM NOTE, TRACTOR / EQUIPMENT(Now)	0.00	
07 SHORT-TERM DEBT, EQUIPMENT(was)	\$ 10,560.00	\$ 20,560.00
08 SHORT-TERM NOTE, TRACTOR / EQUIPMENT(Now)	0.00	
TOTAL UNRESTRICTED RESERVES (Was)	\$ 70,000.00	
TOTAL UNRESTRICTED RESERVES (Now)	\$ 90,560.00	

Brownfield (see copy of 2021 submission)

Mr. Kirkner stated council had a copy of the first ten or so pages from the submission that was done in 2021. The Town has support from Camrett Logistics and they have been working politically in Richmond to make legislators aware of our needs to renovate our Industrial Park. Mr. Kirkner stated he has meet with the engineer, CHA, and will be re-submitting in July of 2023. The town can receive up to \$50,000 twice for engineering grants and a \$500,00 renovation grant. The town is also pursuing additional Federal grants.

Mr. Kirkner stated the town is on a list for a \$300,000 grant for a sewer pump replacement. The town will be able to eliminate the pump station that has 1,500 to 2,000 feet of bad sewer line. The town would be able to go under route 11 and tap into the Dublin Interceptor.

Mr. Kirkner stated the Police Department is working on a \$213,000 grant related to increased crime levels.

Mr. Kirkner stated himself and Jr Moye are signed up for a webinar later in March regarding Lead and Copper. The initial survey of our lead and copper potential is due by mid-2024. CHA is facilitating the Town to procure funds.

Mr. Kirkner stated Camrett made contact about repairs to the garage. The garage was built in 1951 and in bad shape. The town is looking at a renovation project and/or new garage inside the Industrial Park.

The Town is in the process of changing up to 20 dock platforms with new levelers. Mr. Kirkner stated council had as part of their packet photos and dock information. The town is in the process of removing the inside piping at Camrett's request for stacking purposes. Also, the town will be cutting and replacing concrete in five different places. Camrett will be working with the Town to make these improvements. Mr. Kirkner stated these improvements are for potential increases in Camrett's workload.

Things "Well Done" by staff and departments

Mr. Kirkner stated this month's employees to be recognized are Bryson Hagee and Matt Nester. Bryson has learned to operate most of the equipment and help with repairing water breaks. Matt can operate all equipment and can accomplish any task given.

Mayor Skeens suggested this would be a good time for council members to tour the Camrett facility and new Utility buildings. Council agreed on April 20th at 5 pm.

Mayor Skeens stated the Memorial Day Ceremony for the Veterans Cemetery will be Monday, May 29th at 11 am to 12 pm. The Police and Fire Departments will be involved along with REMSI. Volunteers are needed for parking etc. Mayor Skeens stated the cemetery is going to build a 35-45-foot-tall bell tower with arch openings that will play all the military music. Campaigning will begin shortly and is estimated at \$250,000.

Debbie Lyons stated the ambassadors that volunteer at funerals at the Veterans Cemetery will be getting together to have a fund raiser fashion show on Monday, April 17th at 7 pm at the Dublin Lions Club building. All proceeds go to support the cemetery. Tickets are on sale at \$10 per person and volunteer models are needed to participate. Fashions will be provided by Ponnies' Boutique and Gifts. Mary Lou Summers is the contact person for the Memorial Day Ceremony and fashion show.

Public Comment

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Tyler F. Kirkner', with a large, stylized initial 'T'.

Tyler F. Kirkner
Clerk of Council