

**Town of Dublin
Council Minutes
August 17, 2023**

The Town of Dublin held its monthly meeting on Thursday, August 17, 2023 at 7:00 p.m., in Council Chambers. Present: Council members, Dallas Cox, Vice-Mayor Steve Crigger, Debbie Hager, Edith Hampton, Debbie Lyons and Wayne Seagle. Others present: Town Manager and Clerk of Council Tyler Kirkner, Attorney Trent Crewe, Chief of Police Dennis Lambert, Superintendent of Utilities Darrin Cullip, 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 of June 15, 2023

Mayor Skeens asked if there were any additions, corrections or deletions to the June 15, 2023 minutes. Steve Crigger made a motion to approve 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

Vote: All were in favor

Reports of Officials

Rebecca Wright stated council had copies of the delinquent tax list and asked if council wanted to have the three previous years published. Debbie Lyons suggested council consider the pros and cons and have Rebecca get a quote to have the list published.

Chief Lambert stated he had nothing to add to his report.

Mayor Skeens stated last week some town officials/employees meet with PCSB officials and Pulaski County recreation officials regarding this year's homecoming parade. Everyone reviewed the pros and cons of last year and have presented ideas to make things flow better this year. There is another meeting scheduled in September to go over final details. The parade is set for September 18th at 6 pm.

Darrin Cullip stated Allen Leonard with Core and Main would be visiting in the next couple of weeks to start replacing meters. More meters are coming in and are available. Steve Crigger asked, "how many meters do we have to put in"? Darrin stated 2,600, give or take.

Steve Crigger stated New River Heating & Air has completed work on the new air unit at the fire station and thanked the Town and Council.

Committee Reports

NRV Airport Commission-Mr. Cox stated most of the grading and plumbing work for the new hangers has been completed.

Pepper's Ferry-Mr. Crigger stated there will be a presentation to the board and public on the sulfate study soon.

Virginia's First-Mrs. Lyons and Mrs. Hampton-Mrs. Lyons stated there was no meeting last month.

Pulaski County Public Safety (REMSI)-Mrs. Hager stated she received an email stating the REMSI Corporation was being dissolved. They are going to be changing the way they do business.

NRRA-Mrs. Hampton stated the last meeting went well and everyone was happy with the budget passing.

Mount Rodgers Cigarette Tax Board-Mr. Kirkner stated everything was operating smoothly.

Old Business

There was no old business to discuss.

New Business

Resolution Authorizing Health Insurance Credit Program for local Government Employees

Mr. Kirkner read the resolution "Authorizing Health Insurance Credit Program for local Government Employees" and informed the Council that the resolution was in their packets. Debbie Lyons made a motion to accept the resolution. Steve Crigger seconded.

Roll call:

Debbie Lyons Yes

Steve Crigger Yes

Dallas Cox Yes

Debbie Hager Yes

Edith Hampton Yes

Wayne Seagle Yes

Vote: All were in favor

Enter Closed Session Consultation with Legal Counsel Section 2.2-3711 A (8)

Dallas Cox made a motion to enter into closed session. Edith Hampton seconded.

Roll call:

Debbie Lyons Yes

Steve Crigger Yes

Dallas Cox Yes

Debbie Hager Yes

Edith Hampton Yes

Wayne Seagle Yes

Vote: All were in favor

Re-entry to regular meeting and certification

Steve Crigger made a motion that only those items listed were discussed. Debbie Lyons seconded.

Roll call:

Debbie Lyons Yes

Steve Crigger Yes

Dallas Cox Yes

Debbie Hager Yes

Edith Hampton Yes

Wayne Seagle Yes

Vote: All were in favor

TOD facility improvements-Fire Dept. Police and Admin floors and work stations. Admin Building new roof

Mr. Kirkner stated the Police Department has new work stations and floors. The main floors(tile) at Town Hall will be replaced. The Fire Department had to have a new HVAC unit installed which was about \$13,000 to \$14,000 total cost. Town Hall is scheduled for a new shingle roof.

Set-off debt collection Program (tax refund) information

Mr. Kirkner stated the town has the ability to joint with the Department of Taxation where they will allow the town to present unpaid bills, applied through their taxation department, and claim the losses from tax returns. The letter has been sent delivered for approval.

Town decal recommended changes

Mayor Skeens stated is was time to give the decals up. The Police Department is not allowed to stop vehicles for no decals any longer. Mr. Kirkner stated decals can be eliminated and the cost added to the Personal Property tax tickets. Mr. Kirkner noted if this is Council's desire, the action can be implemented on December 5, 2024. Twenty dollars would be added to the Personal Property tax ticket.

Industrial Park Improvements

Mr. Kirkner stated a lot of good things were happening in the Industrial Park with Camrett and he would be able to discuss them at next months meeting. There has been \$700,000 of improvements in the last four months. The improvements are to be completed in a couple of months.

Budget Report-2022/2023 final and July 2023-2024

Contracts in Progress (CIP)							
Month Reporting		General Fund		Enterprise Fund			
	31-Jul-23	Revenue	Expenditures	Revenue	Expenditures		
	July	budget	2,148,659	2,148,659	3,606,000	3,606,000	
			75,077	109,776	294,780	274,965	
		Actual	3%	5%	8%	8%	
		Budgeted	8%	8%	8%	8%	
			-5%	-3%	0%	0%	
			Below Est	Below Est			

Brownfield Grant update

Mr. Kirkner stated the grant application of \$500,000, and our submission, is second one since 2021. There has been a Phase I Environmental Study completed and CHA Engineering has assisted in the application.

Things “Well Done”

Mr. Kirkner stated Christ Vaughn, VDOT Supervisor, has been instrumental in the paving and pot hole repairs. Charlie Collins, Sanitation Department has been working in the Industrial Park cleaning. Pam Olverson, HR Director is working on the update of the Personnel Policy.

Public Comment

Mayor Skeens asked if there were any comments. Rachel Honaker stated she lives on Darst Avenue and asked, “How do you figure which roads you want to pave, because Darst Avenue with all the school traffic and school buses is in bad shape.” Mr. Kirkner stated Darst was on the paving schedule but there is utility work that has to be done before it can be paved. Three thousand feet of piping has to be eliminated from Locust Ave. to the Lions Club. Ms. Honaker stated at Kerry Street & Darst Avenue in the middle of the road there was a hole in the middle of the road. Mr. Kirkner stated that was an area that needs attention.

Adjournment

Mayor Skeens adjourned the meeting.

Respectfully submitted,



Tyler F. Kirkner
Clerk of Council