

COUNCIL MEETING MINUTES

November 6, 2023

The Regular Meeting of the Town Council of Drakes Branch was held on Monday, November 6, 2023 at 7:04 p.m. in the Municipal Building, located at 4801 Drakes Main Street, Drakes Branch, Virginia. The meeting was to start at 7:00 but was delayed while the clerk was making copies of a document needed for the meeting.

Mayor Phillip D. Jackson called the meeting to order and Mary Sands, Clerk recorded the minutes. Members present were as follows: Deborah Kennedy, James K. Gregory, Vice-Mayor Peery Wells Sr., Noah Davis, Eugene Wells Jr. & Charles Errickson. Peery Wells Sr. delivered the invocation and Mayor Jackson led the Pledge of Allegiance to the flag.

On a motion by Noah Davis, seconded by Eugene Wells Jr., to approve the minutes to the last Regular Meeting was passed on a voice vote of 6 Ayes, 0 Nays.

Account Balances with The Bank of Charlotte County were as follows:

General Fund	\$172,525.87
Water/Sewer	112,064.17
Debt Service Reserve	42,958.07
Account Balance with State's LGIP Program:	416,046.01

TOTAL \$743,594.12

On a motion by Noah Davis, seconded by Deborah Kennedy, to pay the bills, was passed on a roll call vote as follows: Ayes: Deborah Kennedy, James K. Gregory, Peery Wells Sr., Noah Davis, Eugene Wells Jr. & Charles Errickson. Nays: None. Motion carried 6 Ayes, 0 Nays, by a unanimous vote.

COMMITTEE REPORTS:

Finance – Mayor Jackson said the interest earned in the LGIP Program is doing good.

Water/Sewer – Mayor Jackson said the town ordered a pump for Saxkey Pump Station.

Streets – Deborah Kennedy reported that a light is out in front of Mayor Jackson's house and the one at the end of the corporate limits is still out. The Clerk reported that she called Dominion Energy about the light on Saxkey Road and they said they have no report of that light in their system. Upon her suggestion, the council agreed to have the clerk call Dominion and request a light there, hoping they will see that it is already one on that pole, and repair it. Since the committee did not yet have a report on the issue of whether to require trash cans for trash pick-up, a motion was made by Noah Davis, seconded by Deborah Kennedy to table this until the December meeting, was passed on a voice vote of 6 Ayes, 0 Nays. James K. Gregory said that a property owner has still not cut their grass, so the town will write a letter. Also, the fence at Dollar General that has fallen down around their dumpster was discussed, and the town will write them a letter as well. Mr. Gregory also thanked the town for the sympathy card sent to him, due to the loss of his brother.

Museum – Mr. Jackson reported that the contractor hasn't started on the museum repair yet, due to a death, but that he will still do the job and will have to rent a lift for the repair as well.

Buildings & Grounds – Eugene Wells Jr. said the sign for the new building is in the process of being made and Mayor Jackson said the town has received the signs for the no overnight parking for the pavilion.

Personnel – Personnel met with no problems reported.

Grant – Mayor Jackson said on the FEMA/VDEM grant demolition project, 3 buildings will be demolished, and we are waiting on appraisals from 2 property owners. The mayor discussed getting a line of

credit from the bank for around \$175,000 since we have to pay and then get reimbursed. This was tabled until January. As far as whether to auction or sell whatever is left in the town's buildings that will be demolished, Noah will look into doing an on-line auction or selling on GovDeals.com

UNFINISHED BUSINESS:

The Planning Commission's proposed changes to the Zoning Ordinance were reviewed by Council. On a motion by Noah Davis, seconded by Peery Wells Sr., to approve this with the change that we just discussed, was passed on a roll call vote as follows: Deborah Kennedy, James K. Gregory, Vice-Mayor Peery Wells Sr., Noah Davis, Eugene Wells Jr. & Charles Errickson. Nays: None. Motion carried 6 Ayes, 0 Nays, by a unanimous vote. The clerk will research who can update the Zoning Map and get prices and bring back to council.

The water/sewer billing software was discussed and the clerk explained that she and the mayor had a webinar with a different vendor, RDA. Since the town has no specialized software for tax billing, and this company does the county's billing, the mayor & clerk proposed to the council to hire this company to do both. A proposal with prices was given to the council. On a motion by Charles Errickson, seconded by Noah Davis to proceed with this and get this company to get it set up for us, was passed on a roll call vote as follows: Deborah Kennedy, James K. Gregory, Vice-Mayor Peery Wells Sr., Noah Davis, Eugene Wells Jr. & Charles Errickson. Nays: None. Motion carried 6 Ayes, 0 Nays, by a unanimous vote.

NEW BUSINESS:

Council Members were reminded that those that have not done so, and need the COIA training, must have it done by the end of December and let the clerk know for the town's records.

On a motion by Noah Davis, seconded by Deborah Kennedy, to accept the 2021-2022 Audit Report, was passed on a roll call vote as follows: Ayes: Deborah Kennedy, James K. Gregory, Peery Wells Sr., Noah Davis, Eugene Wells Jr. & Charles Errickson. Nays: None. Motion carried 6 Ayes, 0 Nays, by a unanimous vote.

On a motion by Deborah Kennedy, seconded by Peery Wells Sr., to accept the prices for the engineering required at the town lake as per Hurt & Proffitt's proposal, was passed on a roll call vote as follows: Ayes: Deborah Kennedy, James K. Gregory, Peery Wells Sr., Noah Davis, Eugene Wells Jr. & Charles Errickson. Nays: None. Motion carried 6 Ayes, 0 Nays, by a unanimous vote.

On a motion by Peery Wells Sr., seconded by Deborah Kennedy, to accept the lake lease agreement retroactive to 11/1/23 with the Coppermine Hunting Club, was passed on a roll call vote as follows: Ayes: Deborah Kennedy, James K. Gregory, Peery Wells Sr., Noah Davis, Eugene Wells Jr. & Charles Errickson. Nays: None. Motion carried 6 Ayes, 0 Nays, by a unanimous vote.

Mayor Jackson said he hired one contract worker and wants to hire another one. On a motion by Noah Davis, seconded by Peery Wells, to hire one more, was passed on a roll call vote as follows: Ayes: Deborah Kennedy, James K. Gregory, Peery Wells Sr., Noah Davis, Eugene Wells Jr. & Charles Errickson. Nays: None. Motion carried 6 Ayes, 0 Nays, by a unanimous vote.

On a motion by Noah Davis, seconded by Peery Wells Sr., to have the Christmas Open House on December 10th from 2-4 p.m. was passed on a voice vote of 6 Ayes, 0 Nays. Deborah Kennedy will be in charge of the food and each council member is asked to contribute to this.

On the property repurpose issue concerning the town trading land with a property owner near our new building, this was tabled on a motion by Noah Davis, seconded by Peery Wells Sr. and passed on a voice vote of 6 Ayes, 0 Nays.

The Veteran's Day Parade was discussed, which the mayor and council members will participate in.

Eugene Wells Jr. brought up about notifying the public on the increase in fees for using town property (pavilion and the building). It was decided that the clerk can post it on the bulletin board, web-site and the rules for the pavilion will be posted there as well.

CLOSED SESSION:

On a motion by Peery Wells Sr., seconded by Deborah Kennedy, that the Drakes Branch Town Council convene in closed session under Virginia Code Section 2.2-3711 (A)(1) to discuss personnel concerning hiring, was passed on a roll call vote as follows: Ayes: Deborah Kennedy, James K. Gregory, Peery Wells Sr., Noah Davis, Eugene Wells Jr. & Charles Errickson. Nays: None. Motion carried 6 Ayes, 0 Nays, by a unanimous vote.

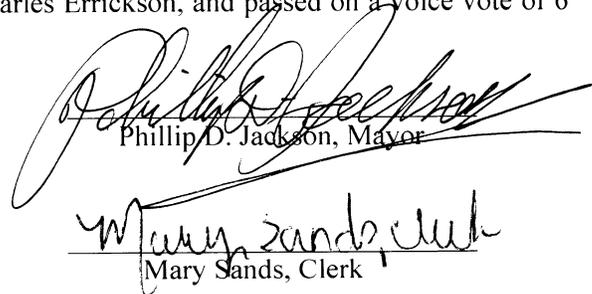
RETURN TO OPEN MEETING:

On a motion by Noah Davis, seconded by Deborah Kennedy, to Return to Open Session, was passed on a roll call vote as follows: Ayes: Deborah Kennedy, James K. Gregory, Peery Wells Sr., Noah Davis, Eugene Wells Jr. & Charles Errickson. Nays: None. Motion carried 6 Ayes, 0 Nays, by a unanimous vote.

On a motion by Deborah Kennedy, seconded by Noah Davis, to adopt (Exhibit A), was passed on a roll call vote as follows: Ayes: Deborah Kennedy, James K. Gregory, Peery Wells Sr., Noah Davis, Eugene Wells Jr. & Charles Errickson. Nays: None. Motion carried 6 Ayes, 0 Nays, by a unanimous vote.

On a motion by Deborah Kennedy, seconded by Eugene Wells Jr., that the town hire James Webb as Supervisor, was passed on a roll call vote as follows: Ayes: Deborah Kennedy, James K. Gregory, Peery Wells Sr., Noah Davis, Eugene Wells Jr. & Charles Errickson. Nays: None. Motion carried 6 Ayes, 0 Nays, by a unanimous vote.

On a motion by Deborah Kennedy, seconded by Charles Errickson, and passed on a voice vote of 6 Ayes, 0 Nays, the meeting was adjourned at 8:30 p.m.



Phillip D. Jackson, Mayor
Mary Sands, Clerk

EXHIBIT A

Certification Resolution of Closed Session

WHEREAS, this Drakes Branch Town Council convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Drakes Branch Town Council after such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, be it resolved that the Drakes Branch Town Council hereby certifies that, to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the closed meeting to which this certification applies; and (2) only such public business which the closed meeting was convened were heard, discussed or considered in the meeting to which this certification applies.