

## COUNCIL MEETING MINUTES

June 3<sup>rd</sup>, 2024

The Regular Meeting of the Town Council of Drakes Branch was held on Monday, June 3<sup>rd</sup> at 7:00pm in the Municipal Building, located at 4801 Drakes Main Street, Drakes Branch, Virginia.

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

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

General Fund	107,906.13
Water/Sewer	131,463.38
Account Balance with State's LGIP Program	188,814.77
Account Balance with State's LGIP EM Program	284,458.81
<b>Total</b>	<b>712,643.08</b>

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

On a motion by Deborah Kennedy, seconded by Eugene Wells, to drop getting a Comprehensive Plan for the town in the 2024-2025 fiscal budget, was passed on a roll call vote as follows: Ayes- Deborah Kennedy, James K. Gregory, Peery Wells Sr., Thomas Pettus, Eugene Wells, Charles Errickson. Nays-None. Motion carried 6 Ayes, 0 Nays, by a unanimous vote.

**SPEAKERS ON AGENDA:** None.

### **COMMITTEE REPORTS:**

Finance - Mayor Jackson requested Clerk, Nicolette Hall to review and changes in new budget. Clerk stated budget is unbalanced with a negative expenditures balance due to inability to review all financial documentation before budget needed to be voted upon. The following additions were made to the budget, 2024-2025 law enforcement assistance grant updated amount, the Urban Solar Grid expected income, cell phone tower lease income, SLFRF remaining balance updated, new employees wages, RDA annual service charge expenditure, VRS buy in expense, annual audit costs, increases town insurance premiums, new water connection fee, clerk's wages no longer coming from Water/Sewer account, RDA initial setup cost, businesses will pay commercial sewer rates, one fifth of the Water/Sewer permit costs will be set aside each year to cover the five year permit cost.

On a motion by Peery Wells, seconded by Charles Errickson, to approve the minutes of the Special Budget Meeting held on May 30, 2024 and to adopt the 2024-2025 budget, was passed on a roll call vote as follows: Ayes- Deborah Kennedy, James K. Gregory, Eugene Wells, Peery Wells Sr., Thomas Pettus, Charles Errickson. Nays-None. Motion carried 6 Ayes, 0 Nays, by a unanimous vote.

Wate/Sewer – Mayor Jackson said work on well 6 was complete.

Streets – Deborah Kennedy said there are streetlights continually burning at the intersection of Saxekey Road and Proctor Street, in front of Joe Davis’ house, at the Exxon, at the Pavilion and at Riverside Bank. Deborah Kennedy also stated there were streetlights out at Main street and Isabel Street, at Proctor Street and School Street. Mayor stated after public works obtained pole numbers a ticket would be put in with Dominion Energy by the Clerk.

Museum – Deborah Kennedy stated vines needed to be removed from the museum. Mayor stated a lift was going to be rented from Bo’s Hydraulics in order to reach and remove the vines on the museum.

Buildings & Grounds – Mayor discussed that all unneeded items in the old municipal building will be sold during the 100 yard sale on July 6<sup>th</sup>. Deborah Kennedy requested a new typed signed be placed on the drop box for payments. Eugene Wells requested a copy of the Charlotte Gazette building to be able to get into the office. Gazette building lights are being left on inside all night and need to be turned off. Add to room request form a note saying do not park in front of fire department bay doors and do not block emergency vehicles exiting abilities. Replace council room setup picture in meeting space with updated table formation. Mayor informed everyone of the 15 day timeline for yard mowing notices to owners that will then be mowed by the town and billed at the owner’s expense. Mayor agreed to Eugene Wells request to have grass push mowed or cut by a weed eater up to the roadside curb by public works. Deborah Kennedy asked who is mowing the lot by Nemiah Braxton on Harrell Street. The Mayor stated Nemiah was cutting his own lot and the town didn’t need to bill him.

On a motion by Deborah Kennedy, seconded by Peery Wells, to see the old Fire Department and municipal building to VDRM for FEMA grant money and for Mayor to be able to sign for the sale, was passed on a roll call vote as follows: Ayes – Deborah Kennedy, James K. Gregory, Peery Wells, Eugene Wells, Thomas Pettus, and Charles Errickson. Nays – None. Motion carried 6 Ayes, 0 Nays, by a unanimous vote.

Personnel – Mayor held a personnel meeting on May 30<sup>th</sup> and there were no personnel complaints. Mayor stated approval was needed to formally hire the new Clerk and Deputy Clerks and set salaries.

Grant – Mayor stated that for the VDEM FEMA grant the asbestos evaluation was completed and currently the CRC is helping him look for an abatement company to do the work.

**CLOSED SESSION:**

On a motion by Charles Errickson, seconded by Thomas Pettus, that the Drakes Branch Town Council convene in closed session under Section 2.2-3711(A)(3) of the Code of Virginia for discussion or consideration of employment of Clerks to be hired by The Town of Drakes Branch, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body was passed on a roll call vote as follows: Ayes – Deborah Kennedy, Eugene Wells, Peery Wells, Thomas Pettus, Charles Errickson, and James K. Gregory. Nays – None. Motion carried 6 Ayes, 0 Nays, by a unanimous vote.

## **RETURN TO OPEN MEETING:**

On a motion by Deborah Kennedy, seconded by Eugene Wells, to Return to Open Session and adopt (Exhibit A), was passed on a roll call vote as follows: Ayes – Deborah Kennedy, James K. Gregory, Eugene Wells, Peery Wells, Thomas Pettus, and Charles Errickson. Nays – None. Motion carried by 6 Ayes, 0 Nays, by a unanimous vote.

## **UNFINISHED BUSINESS:**

Mayor informed everyone that the work to the back of the Ladies club has been completed.

## **NEW BUSINESS:**

On a motion by James K. Gregory, seconded by Deborah Kennedy, to donate \$100.00 to Charlotte County Rescue Squad, was passed on a roll call vote as follows: Ayes – Deborah Kennedy, James K. Gregory, Eugene Wells, Peery Wells, Thomas Pettus, and Charles Errickson. Nays – None. Motion carried by 6 Ayes, 0 Nays, by a unanimous vote.

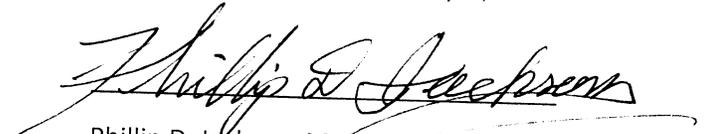
On a motion by Deborah Kennedy, seconded by Peery Wells, to hire Nicolette Hall as Chief Clerk, Financial Officer, and FOIA for the Town of Drakes Branch, bestowing upon her signature authority as related to financial documents and other as may be necessary and attest documents where needed, was passed on a roll call vote as follows: Ayes – Deborah Kennedy, James K. Gregory, Eugene Wells, Peery Wells, Thomas Pettus and Charles Errickson. Nays – None. Motion carried by 6 Ayes, 0 Nays, by a unanimous vote.

On a motion by Deborah Kennedy, seconded by Charles Errickson, to hire Vicki Cliborne and Patricia Haley as parttime Deputy Clerks for the Town of Drakes Branch, was passed on a roll call vote as follows: Ayes – Deborah Kennedy, James K. Gregory, Eugene Wells, Peery Wells, Thomas Pettus and Charles Errickson. Nays – None. Motion carried by 6 Ayes, 0 Nays, by a unanimous vote.

On a motion by Peery Wells, seconded by Deborah Kennedy, to buy two computers , was passed on a roll call vote as follows: Ayes – Deborah Kennedy, James K. Gregory, Eugene Wells, Peery Wells, Thomas Pettus and Charles Errickson. Nays – None. Motion carried by 6 Ayes, 0 Nays, by a unanimous vote.

Mayor stated VDOT has a new program requiring actual classroom sessions for flagger certifications and the public works personnel do have plan to get them all certified. Mayor will look into press release in the Charlotte Gazette regarding the 100 mile yard sale to notify citizens. The Mayor informed everyone of the upcoming meeting with Urban Solar Grid company on June 12<sup>th</sup> to finalized the town lake land lease for \$8,000. The plan to open a new bank account to receive ACH deposits as an accounts receivable account only was explained by Mayor Jackson. To organize the scheduling of building use at the municipal building the Mayor asked if all town personnel and officials could let the Clerk's office know when they need to use the building in order to avoid double booking.

On a motion by Deborah Kennedy, seconded by Peery Wells, and passed on a voice vote of 6 Ayes, 0 Nays, the meeting was adjourned at 9:13pm.

  
Phillip D. Jackson, Mayor

  
Nicolette Hall, 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.

MOTION TO GO INTO CLOSED SESSION

Mr. Mayor,

I move that the Drakes Branch Town Council convene in closed session under Section 2.2-3711(A)(3) of the Code of Virginia for discussion or consideration of the disposition of real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Drakes Branch Town Council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions 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 that 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, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Drakes Branch Town Council.

Date June 3, 2024

VOTE: 6 to 0

MOTION: Charles Erickson

SECOND: Peery Wells

AYES: Deborah Kennedy, James K. Gregory, Eugene Wells, Peery Wells, Thomas Pet<sup>d</sup> and Charles Erickson

NOES: None

ABSENT DURING VOTE: 0

ABSENT DURING MEETING: 0



Clerk