

COUNCIL MEETING MINUTES

JUNE 2, 2025

The Regular Meeting of the Town Council of Drakes Branch was held Monday, June 2, 2025 at 7:00 p.m. in the Municipal Building located at 4801 Drakes Main Street, Drakes Branch, Virginia.

Interim Mayor Deborah Kennedy called the meeting to order and Vickie Cliborne, Deputy Clerk, recorded the minutes. Members present were as follows: Liz Davis, Eugene Wells, Jr., Charles Errickson, Thomas Pettus and Phillip Flippen. Vice-Mayor Peery Wells Sr., was absent. Councilman Thomas Pettus gave the Invocation. Interim Mayor Deborah Kennedy led the Pledge of Allegiance to the Flag.

Motion by Charles Errickson to accept the minutes of the May 5, 2025 Regular Meeting, seconded by Thomas Pettus, motion passed on a unanimous voice vote of all Ayes.

ACCOUNT BALANCES with the Bank of Charlotte County were as Follows:

WATER/SEWER	\$5,621.14
GENERAL FUND	\$94,943.30
ACCOUNTS RECEIVABLE	\$5,405.95

After reviewing all bills paid and to be paid, a motion made by Eugene Wells, Jr. and seconded by Charles Errickson, to pay the bills, was passed on a unanimous voice vote of all Ayes.

COMMITTEE REPORTS:

Finance – No report

Water/Sewer – Committee members will meet with the employees to take an inventory of supplies on hand.

Streets - More lights are out; there are still issues with the condition of the streets and ditches. Committee members will confer with VDOT.

Museum: There is some vegetation starting to grow just under the gutter.

Building and Grounds - Nothing to report.

Personnel: Employees are still asking about insurance coverage. We will see if Towns in Charlotte County will join forces for a group insurance policy/Retirement Fund. To be discussed at next Mayor's Meeting in October.

Grants - Nothing to report.

UNFINISHED BUSINESS:

Interim Mayor Deborah Kennedy welcomed the new Council members, Liz Davis and Phillip Flippen.

The date for the Reception for James Gregory has been changed from July 20th to August 9, 2025.

Flyers were sent out for the Spring Clean-Up Day set for June 11, 2025.

On the issue of the Migratory Bird Permit, Deborah stated that an application has been filed to obtain

permission to shoot the buzzards in Town, but have not yet received permission.

On the issue of Beth Hall's complaint about excessive vegetation and unmown grass next to her property, a motion by Charles Errickson to send the homeowner a letter giving 30 days to attend to this matter, was seconded by Eugene Wells. The motion passed on a unanimous voice vote of all Ayes.

NEW BUSINESS:

Interim Mayor Deborah Kennedy gave an update on FEMA. The asbestos has been abated. Since Former Mayor Phil Jackson's paperwork on finalizing of the acquisition of the old fire department and municipal buildings were not finished, that paperwork is null and void. Lauren Pugh is checking on getting an extension since the Town has to start the process over. The Town Attorney is also checking to see if the building has to be purchased since the Town already owns it.

Since the Town needs more trash cans, Cary will get a list of citizens who do not currently use the cans that were issued to them.

On the issue of a refund to Jim Spence for the Town W/S hook-up fee of \$2,775.00, paid August 21, 2023, Charles Errickson made a motion to refund the amount paid since no work was ever done on the project. Thomas Pettus seconded the motion. The motion passed on a unanimous voice vote of all Ayes.

Phillip Flippen's motion to accept the Meeting Room application by Hope Wilmer for a Baby Shower on June 7 was seconded by Charles Errickson. The motion passed on a unanimous voice vote of all AYES.

A motion by Eugene Wells to allow Meeting Room Use by Non-Profits with a Tax-Exempt I.D., on a case-to-case basis was seconded by Charles Errickson. The motion passed with a unanimous voice vote of all Ayes.

A Public Hearing for the 2025-2026 Budget will be held on June 20, 2025 at 7 p.m. A Special Called Meeting will then be held on Monday, June 30, 2025 at 7 P.M. in order to vote to adopt the Budget.

Interim Mayor Kennedy stated that the Town is required to have an active FOIA officer and said that Deputy Clerk Vickie Cliborne is willing to take on this position. A motion by Thomas Pettus to accept the Deputy Clerk taking on this role, seconded by Charles Errickson, passed on a unanimous voice vote of all Ayes.

The purchase of a tool box for the new F-250 was tabled until the next fiscal year.

CLOSED SESSION:

Eugene Wells made a motion, seconded by Liz Davis, to go into CLOSED SESSION under Virginia Code 2.2-3711(A)(1) to discuss personnel matters. Motion passed by a unanimous voice vote of all Ayes.

Motion by Phillip Flippen to return to OPEN SESSION, seconded by Charles Errickson, motion passed on a unanimous voice vote of all Ayes.

Motion by Thomas Pettus to adopt the Certification Resolution of Closed Session, Exhibit A, seconded by Phillip Flippen, passed on a unanimous voice vote of all Ayes. Exhibit A is attached at the end of the minutes.

There being no further business, motion made by Charles Errickson to adjourn, seconded by Thomas Pettus, passed on a unanimous voice vote of all Ayes. The meeting adjourned at 9:15 P.M.

Deborah Kennedy
Interim Mayor

EXHIBIT A
CERTIFICATION RESOLUTION OF CLOSED SESSION

WHEREAS, this Drakes Branch Town Council convened a Closed Session 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 2.2-3711 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.