

# COUNCIL MEETING MINUTES

## OCTOBER 6, 2025

The Regular meeting of the Town Council of Drakes Branch was held Monday, October 6<sup>th</sup>, 2025 at 7 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: Vice Mayor Peery Wells, Eugene Wells, Charles Errickson, Liz Davis, Thomas Pettus and Phillip Flippen. Peery Wells gave the invocation and Interim Mayor Deborah Kennedy led the Pledge of Allegiance to the Flag.

A motion by Eugene Wells to accept the September Regular Meeting Minutes, with the deletion of the talk about the Town Lake, seconded by Liz Davis, passed on a unanimous voice vote of all AYES.

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

ACCOUNTS RECEIVABLE	\$7,409.68
WATER/SEWER	\$12,158.33
GENERAL FUND	\$121,831.04
LGIP	\$303,283.24
LGIP-EM	\$202,227.13
TOTAL	\$646,909.42

After reviewing all ACCOUNT BALANCES, BILLS PAID and TO BE PAID, a motion by Charles Errickson, seconded by Eugene Wells, passed on a unanimous voice vote of all AYES.

One speaker, Steven Salmons asked that the town employees inform a homeowner as to why their water was being tested. Cary will be advised to notify the homeowners of this.

### **COMMITTEE REPORTS:**

**FINANCE:** Interim Mayor Deborah Kennedy stated that the payroll related tax reports should all be up to date by the end of the month.

**WATER/SEWER:** A vote on the wording of the new section of the W/S Ordinance was tabled until such time that Interim Mayor Deborah Kennedy can confer with the Town Attorney.

**STREETS:** Charles stated that he still needs the map from Dominion Power.

Interim Mayor Deborah Kennedy spoke about damage from the recent storms. Thomas stated that VDOT is responsible for repairs up to the back of the sidewalks.

Phillip Flippen asked how to resolve an issue with someone living in a disabled vehicle in a resident's yard. Liz suggested having a wellness check done by Social Services.

**MUSEUM:** Water is still coming into the building at the bottom where the rain water comes out of the gutter downspout from the Ladies Club building and still comes in on the top where the one story was added years ago.

**Buildings & Grounds:** Butch Hamlett, with the Farmer's market, asked that we purchase the fan, instead of them, for the Pavilion and the Farmer's Market will pay for it. Since the weather is turning cooler, it was decided to table the purchase until Spring, unless it happens to be/go on sale.

The use of the Pavilion for the Farmer's Market will be on the November Agenda.

Peery stated that a little progress has been made, on cleaning up the grounds, at Dollar General, but that another letter should be sent.

**PERSONNEL:** Will be discussed in Closed Session.

**GRANTS:** No change.

**OLD BUSINESS:**

On the issue of renter's deposit refund with interest, "with interest" will be removed. Interim Mayor Deborah Kennedy reminded everyone about the required FOIA training to take place on November 21<sup>st</sup>, 2025.

On the issue of the Town Lake lease, our Town Attorney told Interim Mayor Deborah Kennedy that it was not drawn up by an attorney. Interim Mayor Deborah Kennedy will get back with him on wording for a new lease.

On the issue of changing the fees charged for grass cutting by town employees, Liz Davis made a motion, seconded by Charles Errickson, to change the amounts charged as follows: mow with lawnmower: \$150.00 per ½ acre and \$300.00 per acre; mow with bushhog: \$175.00 per ½ acre and 350.00 per acre. A Public Hearing for comments on these changes will be held October 30<sup>th</sup>, 2025 at 7 pm.

**CLOSED SESSION:**

A motion by Phillip Flippen to go into CLOSED SESSION under Virginia Code 2.2-3711-A, seconded by Eugene Wells, Jr., to discuss the hiring of a Clerk and Town Police Sgt. positions, passed on a roll call vote as follows: AYES: Charles Errickson, Eugene Wells, Jr., Liz Davis, Peery Wells, Sr., Thomas Pettus and Phillip Flippen. NAYS: None, by unanimous vote.

**RETURN TO OPEN SESSION:**

A motion by Liz Davis, seconded by Phillip Flippen, to return to OPEN SESSION passed on a roll call vote as follows: AYES: Charles Errickson, Eugene Wells, Jr., Liz Davis, Peery Wells, Sr., Thomas Pettus and Phillip Flippen. NAYS: None, by unanimous vote. We will be discussing the two positions under New Business.

Motion by Eugene Wells, Jr., seconded by Phillip Flippen, to adopt the Resolution of Closed Session, attached Exhibit A, passed on a roll call vote as follows: AYES: Charles Errickson, Eugene Wells, Jr., Liz Davis, Peery Wells, Sr., Thomas Pettus and Phillip Flippen. NAYS: None, by unanimous vote.

**NEW BUSINESS:**

The long-standing Halloween Ordinance will be published in the Charlotte Gazette the week of October 29<sup>th</sup>.

Council agreed on the purchase of a digital voice recorder with a price cap of \$75.00.

A motion by Charles Errickson to adopt the Fire Prevention Month Resolution, seconded by Peery Wells, passed on a unanimous voice vote. The Resolution will be published in the Charlotte Gazette.

A motion by Liz Davis to purchase fire extinguishers, seconded by Phillip Flippen, was rescinded on a motion by Charles Errickson, seconded by Eugene Wells, Jr., to table the issue until the Fire Marshall is contacted.

The yearly donation to the Fire Department is in the Budget and therefore does not need to be voted on. The State money request by the Fire Department is being handled by Noah Davis.

On the issue of renewing the Ladies Club lease, it was suggested that Interim Mayor Deborah Kennedy speak with Nelly Garnett first.

A motion by Charles Errickson, seconded by Liz Davis, to allow the use of the conference room for tutoring at no charge, passed on a unanimous voice vote of all AYES.

A motion by Peery Wells, seconded by Phillip Flippen, to close the office at 12:00 P.M. on Christmas Eve passed on a unanimous voice vote of all AYES.

The Christmas Open House discussion was tabled until the November meeting.

A motion by Thomas Pettus, seconded by Peery Wells, to donate \$100.00 to the Christmas Parent Program, Passed on a unanimous voice vote of all AYES.

A motion by Eugene Wells to re-evaluate the purchase of the QB payroll package in December, seconded by Charles Errickson passed on a unanimous voice vote of all AYES.

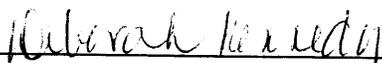
As for the condition of the Shephard building, due to damage done from the excessive amount of rain received over the past weekend, Interim Mayor Deborah Kennedy has a meeting about this on October 9<sup>th</sup> at the County Admin. Building with Robbie Mason, the County Administrator, John Hess, the County Building Inspector, Lauren Pugh with CRC, and other officials.

A motion by Eugene Wells, seconded by Charles Errickson, to hire Derrick Thompson for the position of Town Sergeant passed on a roll call vote as follows: AYES: Charles Errickson, Eugene Wells, Liz Davis, Peery Wells, Sr., Thomas Pettus, and Phillip Flippen. NAYS: None, by unanimous vote.

A motion by Charles Errickson, seconded by Phillip Flippen, to hire both Vickie Cliborne and Stephanie Clay as full time clerks at 30 hours per week, passed on a roll call vote as follows: AYES: Charles Errickson, Eugene Wells, Liz Davis, Peery Wells, Sr., Thomas Pettus and Phillip Flippen. NAYS: None, by unanimous vote.

There being no further business to discuss, Eugene Wells made a motion to adjourn, seconded by Liz Davis, passed on a unanimous voice vote.

The meeting adjourned at 9:50 P.M.

  
\_\_\_\_\_  
Deborah Kennedy, Interim Mayor

  
\_\_\_\_\_  
Vickie Cliborne, Deputy Clerk