

Minutes Outline

# Town Council Meeting

November 14, 2022

The Town Council held its monthly meeting on Monday, November 14, 2022, in the council room of the Town Hall. Those joining the assembly were: Brian Laine, Mayor; Oscar E. Parker, III, Council President; Dennis Mason, Darlene Whiting, Brian Wills, H Lane Chambers, Council Members; Pat Bowden, Fire Chief; Frances Chambers, Planning Commission; Robyn Croft, Treasurer; Bonita Meyers, Clerk.

**Call to order:** The mayor called the meeting to order at 7:00 pm leading all those present in the Pledge of Allegiance to the Flag.

**Roll Call and Adoption of Agenda:** The clerk called the roll; all members were present except Mr. Kessinger. Mrs. Whiting moved to adopt the agenda as presented, Mr. Parker seconded; and Council voted unanimously by raised hands to accept the motion.

**Announcements:** None

**Minutes:** Mr. Chambers moved to dispense with the reading of the August minutes and to approve them as presented; Mrs. Whiting seconded; Council voted unanimously to accept the motion.

**Treasurer's Report:** Mrs. Croft presented the treasurer's report as follows:

Balance on hand in the General Fund as of October 31, 2022- \$293,763.77

Bills presented for payment as of October 31, 2022- \$10,404.24

Mr. Wills made a motion to accept the treasurer's report as presented, Mr. Chambers seconded the motion, and Council voted unanimously by raised hands in favor of the motion.

**Citizen Statements:** None

**Committee Reports:**

**Fire Department:** None

**Sussex Service Authority:** Mayor Laine reported that Mr. West is still working on getting SSA to make repairs starting at the edge of the right-of-way.

**Airport:** Work has begun on installing the runway lights. It is estimated to be complete in approximately five weeks.

**Ballpark/Recreation:** None

**Budget/Finance:** None

**Cemetery:** None

**Emergency Services/Safety:** None

**Personnel:** None

**Planning Commission:** Mrs. Chambers said Art Truesdell vacated a seat, and she is recommending David West to fill the position.

She also informed the Council that the Christmas Tree lighting would be held on Thursday, December 1, 2022, at 6:30 pm. There will be goodie bags for the children donated by Truist, Santa will make an appearance, and Virginia State Delegate Otto Wachsmann will read a story to the children.

**Property Maintenance:** Mayor Laine reported that three properties were deemed uninhabitable by the County Building Inspector. Two single-wides on Rt 31, one on Pine St and one on Church St. So, we will begin the legal process with Mr. Popovich of mailing notice of violations to the land owners.

**Streets/Beautification:** None

**Utilities:** Mr. Chambers said two new services were about to be installed. That makes a total of five this year. He also noted that Mr. Ervin, the Maintenance Supervisor, said there had been a significant amount of vegetative growth; therefore, right-of-way maintenance will be needed soon.

**Vehicle Maintenance:** None

**Zoning:** Mayor Laine announced that we are still waiting for the judge to approve the two new candidates for the Board of Zoning Appeals.

**Legal:** None

**Old Business:** None

**New Business:** None

**Executive Session:** Council unanimously moved into Executive Session at 7:23 pm to discuss a personnel matter for privacy under Section 2.2-3711 A.4 of the Code of Virginia. The committee reconvened at 7:39 pm, all members certifying to the best of their knowledge that only lawfully exempted public business matters for which this executive session was called were heard, discussed, or considered in private.

Mr. Chambers motioned to include Mr. Dakota Ervin in the Christmas bonus even though he had to resign earlier this year. Mr. Mason seconded the motion, and Council voted unanimously by raised hands in favor of the action.

Mr. Parker motioned to provide the part-time office employee Mrs. Carroll the same benefits as the previous part-time employer, Mrs. Harrison. Mrs. Whiting seconded the motion, and Council voted unanimously by raised hands in favor of the movement.

**Adjourn:** There being no further business, the meeting adjourned at 7:40 p.m.

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Brain M. Laine, Mayor

*Bonita JC Meyers*

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Bonita Meyers, Clerk