

Minutes Outline

# Town Council Meeting

May 8, 2023

On Monday, May 8, 2023, the Town Council conducted its customary monthly meeting in the council room at Town Hall. The following individuals were present: Brian Laine, Mayor; Oscar E. Parker, III, Council President; Dennis Mason, Darlene Whiting, Brian Wills, and Frances Chambers, Council Members; Pat Bowden, Fire Chief; Robyn Croft, Treasurer; and Bonita Meyers, Clerk.

**Call to order:** At 7:01 pm, the mayor opened the meeting and asked everyone present to stand and recite the Pledge of Allegiance to the Flag.

**Roll Call and Adoption of Agenda:** The clerk took attendance, and everyone was present except for Michael Kessinger. Mr. Parker made a motion to approve the agenda as it was presented, and Mr. Mason seconded it. The Council voted unanimously with raised hands to accept the move.

**Announcements:** None

**Minutes:** Mr. Wills proposed to forego the reading of the April minutes and 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 April 30, 2023 - \$260,190.96

Bills introduced for payment as of April 30, 2023 - \$8,355.57

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

**Citizen Statements:** None

## **Committee Reports: Committee Appointments**

**Fire Department:** According to Chief Bowden, they have received a high number of calls this year, with an increase in call volume compared to previous years.

**Sussex Service Authority:** None

**Airport:** The mayor announced that the master key locks for the hangar doors have arrived. Following some discussion, Mr. Parker moved to send out inspection letters to the tenants, which Mrs. Chambers seconded. The Council unanimously voted in favor of this action. The airport committee is currently reviewing the revised lease agreement created by Mr. Popovich.

**Ballpark/Recreation:** According to Mr. Parker, the update of new lights for the ball field has been delayed due to some technical problems. However, they are actively working to resolve these issues to ensure progress continues.

**Budget/Finance - Authorize budget for publication and set a public hearing:** Mr. Parker made a motion to authorize the budget for publication and to set the public hearing for June 12th at 6:30 pm. Mrs. Chambers seconded, and Council voted unanimously by raising hands to favor the motion.

**Cemetery:** Mr. Wills reported that a holly tree was obstructing the drains and suggested removing it to improve drainage. Mr. Parker motioned to remove the tree, which Mrs. Chambers seconded. The Council unanimously voted in favor of the action by raising their hands.

**Emergency Services/Safety:** None

**Personnel:** None

**Planning Commission:** Mr. Trgina announced that the Planning Commission had invited Beverly Walkup, Sussex County Planning Director, and Michael Poarch, Sussex County Planner, to attend their recent meeting. Mrs. Walkup discussed the existing Comprehensive Plan, providing an overview of the layout and content. She also shared recommendations on where to focus our updates for the current review period, possible modifications to the current arrangement, and a process outline for completing the review.

**Property Maintenance:** Mrs. Whiting informed us that we are following the code enforcement process for the run-down buildings, as Town Attorney Mark Popovich instructed. The remaining 30-day waiting period will conclude on May 15th.

**Streets/Beautification:** None

**Utilities:** The mayor announced that we had yet to receive significant pricing for a generator. We have not heard anything from Mr. Remiens. Community Electric indicates a new generator could cost as much as one million dollars.

The installation of all pole tags is complete.

Mr. Popovich is reviewing the pole attachment contracts sent by the town office.

**Vehicle Maintenance:** According to Mr. Wills, Van Cleef estimated that it would cost between \$2800.00 and \$3800.00 to conduct a thorough inspection of the brush truck. As a result, council decided to bring it back and store it in the hangar for the time being.

**Zoning:** None

**Events:** None

**Legal:** None

**Old Business:** None

**New Business:** None

**Executive Session:** On a motion by Mr. Parker, the Council moved into Executive Session at 7:40 pm to discuss Investment Public funds under Section 2.2-3711 A.29 of the Code of Virginia. The Council reconvened at 8:01 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. Parker proposed accepting the presentation and keeping the funds at Truist Bank while moving all BSV funds to Town Bank in the form of CDs. Mrs. Whiting seconded the motion, and the Council unanimously approved it through a raised hand vote.

**Adjourn:** There being no further business, the meeting adjourned at 8:05 pm.

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Brain M. Laine, Mayor

*Bonita JC Meyers*

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Bonita Meyers, Clerk