

JUNE 10TH, 2024 MEETING MINUTES

A meeting of the Rich Creek Town Council was held on Monday, June 10th, 2024, at 6:00 PM in Council Chambers, located at 250 Old Virginia Avenue, Rich Creek, Virginia, with the following individuals present:

Roger Jones, Mayor
Mark Clemons, Council
Steve Buckland, Police Chief
Sherry Helm, RCPC
Gary Thompson, RCPC
John Ross, Giles County

Stuart Helm, Council
Darlene French, Council
Britton Broyles, RC Police
Paul Morrison, RCPC
Helen Swartout
John Lawson, Giles County

William Kantsios, Council
Joyce Crawford, Council
Warren Wilson, RCVFD/RCPC
Erik Suttle, RCPC
Richard & Sherry Cox
Kenneth Anderson

INVOCATION/PLEDGE OF ALLEGIANCE

Mayor Jones opened the meeting followed by the Invocation and the Pledge of Allegiance.

APPROVAL OF THE MAY 13TH, 16TH, & 29TH, 2024 MEETING MINUTES

The minutes of the May 29th, 2024, called meeting were corrected to show the Executive Session roll call vote was actually 4-0 (Mr. Clemons was not in attendance, due to a family illness). **Mr. Kantsios moved to approve the minutes of the May 13, 16, & 29, 2024 meetings, with the noted correction made, and the motion was seconded by Mrs. Crawford. The motion was approved unanimously (5-0) by the following voting YES: Mrs. French, Mr. Kantsios, Mr. Helm, Mr. Clemons and Mrs. Crawford.**

MR. JOHN ROSS, GILES COUNTY ZONING ADMINISTRATOR & MR. JOHN LAWSON, WESTERN DISTRICT SUPERVISOR

Mayor Jones welcomed both gentlemen and thanked them for attending to discuss the Town Council's concerns regarding the Rich Creek flood plain areas. He asked Mr. Ross to explain how the flood plain laws impact any construction/remodeling projects in the Town. Mr. Ross said when an individual or a contractor applies for a Zoning Compliance Permit, from the Town, the Town would determine if the project were within the flood plain and note it on the application, before submitting the permit to his office, for the processing of a building permit. He said if the project is noted to be within the flood plain, he must follow the federal guidelines regarding any projects within the flood plain, and this is the reason the new business application to remodel the Walgreen's building was halted until the Town can provide the required flood plain information to him. Mr. Ross said if the current advertised flood plain maps are approved in 2026, downtown Rich Creek will no longer be within the flood plain. Mr. Warren Wilson said if the owner of the Walgreen's building is not changing the "footprint" of the building, why would the remodel portion be stopped and Mr. Ross said FEMA says if the remodel is going to cost the owner at least ½ or more of the property value, the building must be in compliance with current codes, but if the project is going to cost less than ½ of the property value, the owner can continue with the remodeling of the building. Mr. Helm said the Rich Creek Planning Commission has been working on revisions to the Rich Creek Comprehensive Plan (RCCP) and he is not aware of a flood plain section in the proposed plan, and would request the New River Valley Regional Commission, who is overseeing the RCCP for the Town, be asked to include the flood plain requirements. Mr. Ross suggested Mayor Jones contact the Virginia Department of Conservation and Recreation (DCR) for assistance in confirming if the Rich Creek Flood Plain Ordinance follows federal requirements. Mr. Ross explained the reason the Walgreen's building remodel was paused was due to the change of use of the building from a retail store to a garage, requiring an architect and engineer services to properly design the changes made to the building and he will need a letter from the Town stating the project is in compliance with the federal flood plain guidelines, before he can issue the building permit. Mr. Helm asked Mr. Ross if he could assist the Town with the derelict buildings' concerns and he responded he can address any hazardous conditions of the derelict buildings, but not peeling paint, boarded up windows, etc. Mayor Jones said he has the contact information for the Department of Environmental Quality (DEQ) staff, regarding DEQ's derelict building program and he will report back to the Council his findings. Mr. Paul Morrison asked Mayor Jones if the old school is within the flood plain and he replied "no".

Mr. Helm asked Mr. Lawson if he has any funds available to assist with the construction of a pickleball court and he replied he has some funding available and requested he be sent information to review for his consideration. Mr. Warren Wilson said the Virginia Department of Transportation passed a law allowing towns and cities to perform their own speed study, set their speed limits, with the town/city paying all related expenses and he asked Mr. Lawson if the law applies to the business districts and Rt. 460 and Mr. Lawson said he hasn't received enough information on the new law to answer his question but he will follow-up and respond later.

RICH CREEK VOLUNTEER FIRE DEPARTMENT (RCVFD)-Warren Wilson

- The Treasurer & Activity Reports were provided and reviewed.
- Car Accidents 3 Fire Calls 1 Smoke/CO² Alarms 2 Training 2 Assist Rescue: 2
Total Training/Response Hours: 118

The following breakdown was provided by Mr. Wilson, for calls responded to in the Glen Lyn Volunteer Fire Department's (GLVFD) coverage area, by the Rich Creek Volunteer Fire Department:

- 25,000 gallons of water, from the Glen Lyn water system, was used on one structure fire with 61 hours & 12 minutes of coverage provided.
- 1 automobile accident with 7 hours of coverage provided

Mr. Helm said he heard the RCVFD is going to be involved in helping with the restructuring of the GLVFD and Mr. Wilson said he is reluctant, explaining the RCVFD has assisted the GLVFD three times in the past, assisting with training of the department members. He said currently, Narrows Volunteer Fire Department is providing coverage on the AEP power plant side of the river and the RCVFD is providing coverage on the other side of the river and both departments are providing coverage on both sides of the river, for any structure fires. He said Mr. Howard Spencer contacted him recently to request the RCVFD's application & interview process forms, stating he will be including their Junior Membership application process, since finding out recently, the GLVFD has been allowing 12-13-year-old children to participate in their department activities. He said, per the RCVFD's guidelines, a member must be 16 years or older, explaining when the Chief of the fire department signs the Junior Membership application, they are responsible for the child's safety, and they are not allowed to respond to any fire calls. He said Mr. Spencer asked him if the RCVFD members could meet with them to assist with the process of nominating a fire chief and Mr. Wilson said he doesn't agree the RCVFD should be a part of the process. Mr. Helm asked Mr. Wilson if he was to step down as Fire Chief, what is the process to replace him and Mr. Wilson said the department would be required to hold elections, with a minimum of 52% of the voting members present. He said anyone II under the 6-month probation new membership period or any junior members are not eligible to vote. Mr. Wilson said this is the third time the GLVFD has been restructured and he feels uncomfortable in participating and he suggested Council request the Town of Rich Creek be compensated for the time the RCVFD has spent in Glen Lyn providing emergency services. Mr. Helm said he has some questions regarding the safety of the RCVFD members, should they be injured while responding to a Glen Lyn fire call, will the RCVFD's Worker's Compensation Insurance cover the member since the service isn't considered mutual aid when Rich Creek & Narrows are Glen Lyn's primary fire protection providers. He suggested the Council may need to meet with all parties involved to discuss the current situation further. Mr. Wilson said the members are covered by the insurance from the moment dispatch sets off the tone until the moment the member is safely in their home. Mr. Wilson said Giles County pays \$100K per year to provide Worker's Compensation coverage for all the Giles County fire fighting members and they have supported Rich Creek since 1947 and he has no problem providing fire coverage to Glen Lyn, but he feels Rich Creek should be compensated by someone. Mayor Jones asked Mr. John Lawson if Glen Lyn will get their Giles County Fire Funds or will some of their funds go to the Narrows and Rich Creek fire departments, for providing coverage and he said he would prefer to not comment on the matter. Mrs. French said every fire call the RCVFD responds to, they are using Rich Creek's equipment, fuel, etc. Mr. Wilson said Glen Lyn is unable to provide emergency fire services at this time and he reiterated Rich Creek should be compensated for providing the services to Glen Lyn, until their department is back in operation. Mr. Wilson said he understands a town must have 20 fire department members or more to keep their Town Charter and the Town of Glen Lyn could lose their charter if they don't have a fire department. He said some of the GLVFD members have since joined the RCVFD, since their department was shut down. Mr. Helm said he is not pleased after finding the Glen Lyn Mayor contacted Mr. Wilson, instead of Mayor Jones to discuss their concerns. Mr. Wilson said Mr. Spencer offered the RCVFD funds for their assistance and he rejected the offer. Mr. Clemons said a letter

was sent out by Glen Lyn stating the NVFD & RCVFD would be providing fire emergency services and Rich Creek wasn't even contacted about the services. Mayor Jones said he was told Mayor Spencer and Mr. Jon Butler, Giles County Emergency Services Coordinator, were both knowledgeable of the emergency fire service coverage for the Town of Glen Lyn and Mr. Wilson said he was aware this, but he was unable to speak freely about it, stating he did express his concerns with Mr. Butler of why Rich Creek was not better informed of the emergency plan. Mr. Helm said he feels Rich Creek has been taken advantage of and he asked Mr. Lawson if he could provide any guidance from the County, and he said he will share Rich Creek's concerns and reach back out to Mayor Jones later.

PUBLIC COMMENT

There was no public comment.

OLD BUSINESS

A. UPDATE ON THE RICH CREEK COMPREHENSIVE PLAN

Mr. Paul Morrison, RCPC Chairman, suggested the committee request Ms. Bethany Peters, NRVRC, to call another meeting of the group to discuss the flood plain concerns of the Town, before submitting the draft of the RCCP. Mayor Jones thanked the RCPC members for attending the meeting this evening.

B. UPDATE ON THE NEW FIRE HALL-CONSIDERATION OF ADDITIONAL SITE PLAN PROPOSAL

Mayor Jones said the Council postponed the awarding of the site plan contract to Foresight Design Services, to allow him time to meet with Mr. Sean McKlarney to negotiate a solution to settle the disagreement between Mr. McKlarney and the Town, to avoid a court litigation. He reported he has met with Mr. McKlarney and he has agreed to pay the vehicle license fees on his equipment in Rich Creek and he has agreed to submit a proposal for Council's consideration on the new fire department site plan. Mayor Jones said Foresight Design Services' proposal was \$22,500 and Mr. McKlarney's company, Premier Group has submitted a proposal of \$19,200 for the site plan. **Mr. Helm moved to accept the Premier Group proposal (\$19,200) and the motion was seconded by Mrs. Crawford. Approved unanimously (5-0) by the following voting YES: Mrs. French, Mr. Kantsios, Mr. Helm, Mr. Clemons and Mrs. Crawford.** Mayor Jones said he will contact Premier Group and then he will proceed with requesting bids on the soil testing.

C. UPDATE ON THE LEAD & COPPER SURVEY GRANT-CONSIDERATION OF CUSTOMER INCENTIVE

Mayor Jones said he is in the process of identifying the water connections of private lines, to lessen the number of on-site confirmation requirements. Mayor Jones said he and the Town Clerk met with CHA Inc. representatives to discuss the lead & copper study project and they have asked if Rich Creek would be interested in offering an incentive (discount on the water bill, free 2,000 gallons of water, drawing for a gift card, etc.) to the customers to encourage them to return a questionnaire listing the customer's water service line materials (i.e. lead, copper, pex, etc.) After some discussion, the consensus of Council was to table the discussion until the unknown connection materials are known. Mr. Kenneth Anderson asked Council to consider the elderly, disabled, limited income residents when discussing any homeowner related expenses that may incur due to the material replacement requirements.

D. CONSIDERATION OF THE OPTIMUM CABLE FRANCHISE RENEWAL

Mayor Jones said the town attorney has found a few things in the Optimum Cable Franchise agreement that he has suggested being changed. The discussion was tabled until Mayor Jones can speak with the attorney to gather more information.

E. UPDATE ON THE UPGRADING OF THE CAMERAS AT WOODLAND PARK & THE COMMUNITY CENTER

Mayor Jones said some of the items are on back order, for the camera installation projects at the park and community center.

F. DISCUSSION REGARDING CONTROL OF THE BRUSH DISPOSAL SITE & FALL CLEAN-UP

Mayor Jones said Jamie Snider is going to install a "license reader" camera at the community center to better monitor the brush disposal site and Chief Buckland said the posted sign clearly states what can and can't be dumped at the site but

suggested adding the site is for Rich Creek resident's use only. Mayor Jones said there have been a few loads of large "commercial" mulch disposed, and that is not the intention of the site. He said the site is for small limbs, leaves, brush, yard clippings, etc. and not for large tree limbs, stumps or mulch. He said the limbs, stumps and mulch take too long to burn and the fire department is having a hard time controlling the site. After some discussion, **Mr. Helm moved to approve the installation of the "license reader" camera, cable and additional signage to monitor the brush disposal site, and the motion was seconded by Mrs. Crawford. Approved unanimously (5-0) by the following voting YES: Mrs. French, Mr. Kantsios, Mr. Helm, Mr. Clemons and Mrs. Crawford.** Mr. Kantsios said he would like the Council to consider a Fall Clean-Up and a brush pick-up service for Rich Creek residents. He explained not all residents have a way to transport yard clippings to the brush site and he believes it to be a great service to the residents. Mrs. Crawford said it would create more of a workload to the current staff and additional help would be needed. She explained she has been working with them for the last month and they have all they can handle at this time. Mrs. French said she likes Mr. Kantsios' idea but agrees there is not enough man-power available to handle the additional workload. Mr. Helm said most localities who offer this type of service have mechanical equipment to work feasibly and Mr. Clemons suggested there be limits on how much a person would be allowed to set out at the curb. Mr. Paul Morrison said he has been cleaning up other property owner's property and asked where he can take the larger broken tree limbs, if they aren't allowed at the brush site. **Mr. Kantsios made a motion to offer curb-side pick-up of small tree limbs, brush, leaves or yard clippings, a couple times a year, considerably Spring and Fall, in a manageable size load for one pickup truck. The motion died for the lack of a second.** Mr. Helm asked Mr. Kantsios if he could amend his motion and he agreed. **Mr. Helm made a motion to explore options available to make the curb-side pick-up work for Rich Creek residents, and he agrees there is a need for the service and the motion was seconded by Mrs. French. Approved unanimously (5-0) by the following voting YES: Mrs. French, Mr. Kantsios, Mr. Helm, Mr. Clemons and Mrs. Crawford.** Mayor Jones requested Mr. Kantsios gather information to see what option(s) would work best for the Rich Creek residents and present it at the next Council meeting, for consideration. Mr. Helm and Mr. Clemons said they will ask at their next Giles County PSA meeting if a free dumpster would be provided, should the Council elect to offer a Fall Clean-Up Week. Mrs. Crawford suggested better organization of the public works department's time for the clean-up week, explaining the workers were making multiple trips throughout the day to check for items for pickup.

G. UPDATE ON THE MARY MOODY NORTHERN GRANT-PICKLEBALL

Mayor Jones said the Mary Moody Northern Grant application was sent to the wrong address and has been redirected to the local committee at Mountain Lake Hotel, for consideration. He said he has spoken with one of the committee members, Mr. John Mills, and he is in support of the grant to Rich Creek.

NEW BUSINESS

A. DISCUSSION REGARDING PIGEONS & CHICKENS

Mr. Helm said a resident in the B-2 General Business District, has built a chicken coop and has multiple chickens. He said the chickens are not allowed and the owner must get rid of them. Officer Buckland said the owner claims the chickens are emotional support chickens and Mr. Helm said they aren't allowed. Officer Buckland said he will discuss the best way to enforce the town code with the Giles County Magistrate and the consensus of Council agreed to proceed. Mayor Jones said there is a problem on Main Street with pigeons roosting on the roofs and defecating on the sidewalks and the hazards from the exposure. He said he has spoken to the owner of the building, and they are currently trying to get the problem rectified but have found the pigeons are also nesting behind their business sign and roof overhang and both will have to be removed. Mrs. Crawford suggested following up with the owner in a week or two to make sure they are trying to correct the problem.

B. CONSIDERATION OF LEGAL SERVICES

Mayor Jones said the town is paying a lot of money for town attorney services, explaining Mr. Jason Buckland was the town's attorney but Council elected to hire an additional attorney because of some concerns involving Mr. Buckland or his family's owned property. He said the town did encounter a problem with one of Mr. Buckland's tenants recently and it was a conflict of interest to use his legal services, at that time. Mayor Jones said a new attorney was hired (Mike Bedsaul of Sands Anderson) to use as the town attorney, only for issues when it is a conflict of interest to use Mr. Buckland's legal

services. He said he was contacted by Mr. Buckland about a letter he had received, stating his services were no longer needed by the Town and he said Mr. Buckland was not pleased. Mayor Jones said he believes it was the Council's intent to continue utilizing Mr. Buckland's legal services and to utilize the new attorney only for any concerns which may be a conflict of interest for Mr. Buckland. Mr. Helm agreed and said when he brought up concerns with derelict properties in Rich Creek, he believes it may have been misinterpreted and as a result, Mr. Buckland's services were discontinued completely. **Mr. Helm made a motion to reinstate Mr. Buckland as the town's primary attorney and only use Sands Anderson, when it is a conflict of interest to use Mr. Buckland's legal services.** Mayor Jones said he has spoken to Mr. Buckland, and he has agreed to be the town's primary attorney. **Mrs. Crawford seconded the motion. Approved unanimously (5-0) by the following voting YES: Mrs. French, Mr. Kantsios, Mr. Helm, Mr. Clemons and Mrs. Crawford.**

C. CONSIDERATION OF CHANGING THE EMPLOYEE CLOTHING ALLOWANCE

Mrs. Crawford said the public works employees are each allowed a \$300 clothing allowance, to be reimbursed for any work-related clothing or boots. She said they would prefer a \$200 clothing allowance and 5 shirts to be provided. Mrs. French asked if all the workers are wearing the town work shirts and Mrs. Crawford said she is working on getting each of them to wear the Rich Creek work shirts. Mr. Helm said they should be wearing the Rich Creek shirts, so they are properly identified on the job. Mr. Warren Wilson said the florescent light weight vests are nice to wear over a t-shirt and in the winter months over a jacket or hoodie and they can be customized for identification. **Mrs. French made a motion approve the \$200 clothing allowance, to include each public works employee provided five shirts and the motion was seconded by Mrs. Crawford. Approved unanimously (5-0) by the following voting YES: Mrs. French, Mr. Kantsios, Mr. Helm, Mr. Clemons and Mrs. Crawford.** Mayor Jones said there have been multiple purchases of gloves and there needs to be some control and Mrs. Crawford said they were provided with the wrong size and type of gloves, so Mr. Crawford is checking to see which type and size of gloves will work best and let her know.

Mrs. Crawford said she received a complaint from a Broyles Funeral Home staff member regarding the poor condition of the Old Peterstown Road. Mr. John Lawson said he will ask VDOT to review the conditions of the road. Mr. Paul Morrison requested he ask VDOT to look at the drains along Woodland Road, saying they are not draining properly.

Mrs. Crawford asked Mr. John Lawson to express her appreciation for their prompt sign repair and she asked him to request they review Powell Mountain Road for repair needs.

Mr. Kantsios said he received a complaint regarding a discarded couch behind a residence on North Street, in which rats have taken residence up in and he asked Officer Buckland to check into it.

TOWN ADMINISTRATION REPORTS

CHIEF OF POLICE-Steve Buckland

May 2024 Activity Report

Accident Investigations: 0	Alarm Activations: 0	Animal Complaints: 1	Arrest: 0
Assist to Citizens: 1	Assist to Other Agencies: 1	Bulletins Received: 6	Court Related Activities: 46
Criminal/Narcotic Investigations: 10	Disturbance Calls: 1	Fire/Rescue Calls: 1	
Property/Business Checks: 74	Reports Submitted: 4	TDO Transports: 0	
Training Activities: 1 hours	Town Ordinance Violations Investigated: 3		

- Stolen License Plate, possession of meth, possession of fentanyl & driving suspended Rt. 219
- Fraud North St.
- Stolen Vehicle, possession of stolen property & the sale of stolen property near Town Office
- Domestic Dispute Gateway Apts.
- Stalking Giles Ave.
- Fraud Pizza Plus

Officer Buckland asked Mr. John Lawson to check to see if Giles County is going to install the Flock cameras. He said the cameras have been working well for Rich Creek.

Officer Broyles starts the police academy on June 27, 2024.

PSA REPORT-Stuart Helm

Mr. Helm said there has not been a PSA meeting since his last report to the Council.

Mrs. Crawford said all residents of the Town should be treated equally and she has observed a trailer of trash parked in front of a residence, in the town, and it appears they are operating a business from the home. She suggested the owner be required to abide by the town codes and apply for a business license and remove the trailer from in front of the home. Mr. Paul Morrison said if the area she is speaking of is not zoned for business, the owner would have to stop any business activities. Officer Buckland said the trailer appears to include construction debris and it shouldn't be parked in front of the home on the street. Mayor Jones suggested the town attorney be contacted for guidance and the consensus of Council agreed Officer Buckland to proceed with contacting the town attorney regarding the concerns.

TREASURER'S REPORT-Pam Kantsios

- May water loss: 12.5% (due to large leak on Buckland Lane)

Balance as of May 1, 2024	\$481,650.60
Receipts	125,212.02
Expenses	<u>124,798.60</u>
Balance as of May 31, 2024	\$482,064.02
Balance as of May 31, 2023	\$485,653.56

CERTIFICATE ZONING COMPLIANCE ISSUED

None

Tax Collection Report

As of May 31, 2024 Budgeted 100% Of Total Billed 95.52%

2024/2025 FY Budget Information

- Virginia Risk Sharing Association Insurance Premiums have increased 14.5%
- The Local Choice-health insurance benefits have increased 5%

Mayor Jones thanked Mr. Helm and Mrs. Crawford for their time spent assisting with the operations of the town and reported the shelves at the town shop have been restocked with supplies for the water and sewer departments.

PAYMENT OF THE BILLS

Mr. Kantsios moved to approve payment of the bills, presented in the amount of \$40,543.62, and the motion was seconded by Mrs. Crawford. The motion was approved unanimously (5-0) by the following roll call vote: Mrs. French, YES; Mr. Kantsios, YES; Mr. Helm, YES; Mr. Clemons, YES; and Mrs. Crawford, YES.

ANNOUNCEMENTS

- A. The town offices will be closed on Wednesday, June 19, 2024 for Juneteenth holiday
- B. The Public Hearing for the consideration of the 2024/2025 FY Operating Budget will be held on Monday, June 24, 2024 at 6:00 PM.

Mayor Jones acknowledged a Thank you card for flowers received by the Clemons family, of the passing of Mr. Clemons' father, Mr. Jackie Clemons.

Mrs. Crawford recognized Mr. and Mrs. Richard (Sherry) Cox, caretakers of Gentry's Landing Campground.

With no further business to discuss, the meeting was adjourned at 8:30 PM.

Roger Jones, Mayor

Pamela Kantsios, Town Clerk

RECESS MEETING-JUNE 24, 2024 MINUTES

The Recessed meeting of the Rich Creek Town Council was held on Monday, June 24, 2024 at 6:00 PM in Council Chambers Located at 250 Old Virginia Avenue, Rich Creek, Virginia, with the following individuals present:

Roger Jones, Mayor
Stuart Helm, Council
Steve Buckland, Chief of Police

Mark Clemons, Council
Darlene French, Council

Joyce Crawford, Council
William Kantsios, Council

INVOCATION/PLEDGE OF ALLEGIANCE

Mayor Jones opened the meeting followed by the Invocation and the Pledge of Allegiance.

PUBLIC HEARING 2024/2025 FY PROPOSED OPERATING BUDGET

Mayor Jones read the advertised 2024/2025 FY Operating Budget, stating there are no increases proposed and opened the Public Hearing for public comments:

Real Estate Property	\$0.20 per \$100
Personal Property	\$0.575
Personal Property Tax Relief	45%
Machinery & Tools	\$0.626
Motor Vehicle License Fee	\$20 per Vehicle
Motorcycle License Fee	\$10 per Motorcycle
Cigarette Tax	\$0.25 per pack
Meals Tax	5%
Transient Occupancy Tax	5%
Water/Sewer (In-Town)	\$47.63
Water/Sewer (Out-of-Town)	\$90.08

*(2,000 gal. min.)

Proposed Revenues: \$1,383,619

Proposed Expenditures: \$1,383,619

After no public comments, Mayor Jones closed the public hearing. **Mr. Helm moved to approve the 2024/2025 Operating Budget in the amount of \$1,383,619 and the motion was seconded by Mrs. Crawford. Approved unanimously (5-0) by the following roll call vote: Mrs. French, YES, Mr. Kantsios, YES; Mr. Helm, YES; Mr. Clemons, YES and Mrs. Crawford, YES.**

Mrs. Crawford thanked everyone involved in the preparation of the budget, Mayor Jones reiterated her statement.

PAYMENT OF THE YEAR-END BILLS

Mrs. Crawford moved to approve the bills received to-date, in the amount of \$13,357.32 and all bills received dated prior to July 1, 2024 that are due payable as of June 30, 2024, to close out the 2023/2024 Fiscal Year and the motion was seconded by Mrs. French. Approved unanimously (5-0) by the following roll call vote: Mrs. French, YES, Mr. Kantsios, YES; Mr. Helm, YES; Mr. Clemons, YES; and Mrs. Crawford, YES.

There was some discussion regarding the Optimum Cable Franchise Agreement renewal. The Clerk said when she last spoke to Mr. Bedsaul about the franchise agreement, he said he recommends a couple changes to the agreement and he will reach out to Mayor Jones to discuss his recommendations. Mayor Jones said he has not been contacted by Mr. Bedsaul, and Mr. Helm said he doesn't believe it to be feasible to pay a lot of attorney fees on the franchise agreement and would recommend the agreement be put on the July meeting Agenda for consideration. The consensus of Council agreed

with Mr. Helm and Mayor Jones requested the Clerk contact Mr. Bedsaul and request he stop working on the franchise agreement.

Mr. Kantsios asked for a consensus of Council members, regarding defective brass water meters at the town shop he found was going to be tossed in the trash and he suggested the town employees take the scrap metal, during work hours, and recycle it for the town. He said he was told the public works department is very busy and doesn't have the time to take the meters, so he volunteered to take it for recycling and bring the funds back to the town. Mr. Helm asked how defective items have been disposed of in the past and Mayor Jones said during Spring Clean-Up, the men have been allowed to take the scrap items to recycle on their time and keep the earnings. Mr. Clemons asked how much money is collected for the scrap metal and the Clerk said Mr. Crawford told her he makes between \$200-\$300 per truck load he sales. Mr. Helm asked who receives the payment for the items sold and the Clerk said the employee sales the items and keeps the money. Mrs. Crawford said the scrap materials are taken by Mr. Crawford, in his personal vehicle and on his off-duty hours, so he has been allowed to keep the payment received. Mr. Kantsios said he would suggest the scrap metal be sold for the town's benefit and Mrs. Crawford said she found out later the recyclers will not take the meter as is, explaining the brass has to be separated from the plastic, dial, etc. and Mr. Crawford spent 3 hours of his time dismantling the meters. The Clerk said when Mr. Smith began working on replacing the defective meters, Mayor Jones asked her find out how to go about getting the meters replaced, repaired or a prorated discount on a new meter and at that time, there were meters still under warranty that qualified for replacement or repair. Mayor Jones said he understood the shipment sent back recently to the company, included the water meters still under warranty. Mayor Jones said if there were items that cost the Town more to process, he would allow the employees to take it, saying that would not be the case with the water meters and the price brass is bringing. Mr. Helm asked if there are any part of the meters that can be used for spare parts or retrofitted and Mayor Jones said most of the water meters aren't the same brand used now. Mrs. Crawford said there are multiple new meters ordered and Mayor Jones said the meters can be used. Mr. Clemons asked if Mr. Crawford is expecting to be reimbursed for his time dismantling the meters and Mrs. Crawford said he doesn't want to be reimbursed for the time spent dismantling the water meters. Mr. Helm said when working for his past employer, he disposed of many items but it was never allowed that anyone could take anything home for their personal use, that had been disposed of or intended for surplus. He said you could lose your job for doing this very thing and explained everything purchased by the Town is the Rich Creek taxpayers property and it's not proper for these items to be given to the employees. Mr. Kantsios agreed stating his employer advertised items no longer needed for a surplus sale and they had to be bid upon for purchase. Mr. Helm asked where the meters are and Mr. Kantsios said he picked up the meters to take for recycling for the Town but not until Council agrees for him to do so. Mr. Clemons said there should be accountability to confirm how many meters were picked up, sold and what payment was received. The Town Clerk said she questioned the disposal of the water meters, saying the first three boxes of meters were brought to her for shipping, weighing approximately 100 lbs. total and after leaving work and when in the bank drive thru behind another town employee, she could count at the least, eight of the same type water meter boxes taped up for shipping, in the back of the employees personal truck and she questioned why the meters were given to him, when they could be recycled to reimburse the town for the expense of purchasing new water meters. Mr. Helm said he is uncomfortable with the information received this evening and suggested Council table the discussion until the next council meeting. It was agreed Mr. Kantsios bring the water meters to the town office for storage until Council decides what to do with them.

EXECUTIVE SESSION

Mr. Helm moved that Council convene in Executive Session for personnel matters, as allowed by VA Code §2.2-3711, A1, Personnel, to interview two candidates for the Town Manager position and the motion was seconded by Mrs. Crawford. Approved unanimously (5-0) by the following roll call vote: Mrs. French, YES, Mr. Kantsios, YES; Mr. Helm, YES; Mr. Clemons, YES; and Mrs. Crawford, YES.

Mr. Helm moved to return to Regular Session and affirmed that the only thing discussed in Executive Session was personnel matters, as stated in the motion and the motion was seconded by Mrs. Crawford. Approved unanimously (5-0) by the following roll call vote: Mrs. French, YES, Mr. Kantsios, YES; Mr. Helm, YES; Mr. Clemons, YES; and Mrs. Crawford, YES.

Mayor Jones said Council's decision on the interviews is pending.

Mayor Jones asked the Clerk to provide Mr. Clemons with the town employee's total payroll data sheet, to include the total benefit package.

With no further business to discuss, Council adjourned at 8:30 PM.

Roger Jones, Mayor

Pamela Kantsios, Clerk