

AUGUST 12TH, 2024 MEETING MINUTES

A meeting of the Rich Creek Town Council was held on Monday, August 12th, 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
Mason Boggess, RCVFD
Tommy Kantsios
Josh Burks
Chasity Wilson
Francis Epling

Stuart Helm, Council
Darlene French, Council
Debbie Morris
Warren Wilson, RCVFD
Sherry Helm
Kristin Blaker
Gary Lowery
John & Angie Lovely

William Kantsios, Council
Joyce Crawford, Council
Helen Swartout
Britton Broyles, Officer
Paul Allen
Paul Morrison
Satish Patel
Elizabeth Thornton & child

INVOCATION/PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE JULY 8TH & 22ND, 2024 MEETING MINUTES

Mr. Kantsios noted on page 3 under New Business, the following correction be made, "Mr. Helm made a motion to approve a \$1.00 per hour wage increase for Mr. Riner, and a policy be drafted for future guidance to follow, regarding wage adjustments due to employee achievements and the motion was seconded by Mrs. French. The motion was approved **unanimously** (4-1) by the following voting YES: Mrs. French, Mr. Helm, Mr. Clemons and Mrs. Crawford and voting NO: Mr. Kantsios." **Mr. Kantsios moved to approve the minutes of the July 8th & 22nd, 2024 meetings, 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.**

RICH CREEK VOLUNTEER FIRE DEPARTMENT (RCVFD)-Warren Wilson

- The Treasurer & Activity Reports were provided and reviewed.
Car Accident: 1 Smoke/CO² Alarm: 1 Mutual Aid: 1 Total Hours: 22
- The starter was replaced in Unit 1216-\$451.74

Mr. Wilson presented information regarding full maintenance service performed on Units 1215 & 1216:

Perdue's Truck Service-Unit 1215 (\$797.72) and Unit 1216 (\$764.30) **Mr. Helm moved to approve reimbursement to the RCVFD in the amount of \$1,562.02 for the service on Unit 1215 & Unit 1216 and the motion was seconded by Mr. Kantsios. The motion was approved unanimously (5-0) by the following voting YES: Mrs. French, Mr. Kantsios, Mr. Helm, Mr. Clemons and Mrs. Crawford.**

PUBLIC COMMENT

Mrs. Chasity Wilson (139 Powell Mountain Road), organizer of the Annual Rich Creek Christmas Tree Lighting; sponsored by the RCVFD, requested Council waive the fee for rental of the Rich Creek Community Center in October, for a fund raiser (gospel singing, ice cream truck, games, etc.) to fund the purchase of new ornaments and lights for the Christmas tree. **Mr. Helm moved to approve waiving the rental fee of the Rich Creek Community Center for the purpose of a Fall Fund Raiser, sponsored by the RCVFD, to purchase new decorations and lights for the Christmas tree and the motion was seconded by Mr. Kantsios. The motion was approved unanimously (5-0) by the following voting YES: Mrs. French, Mr. Kantsios, Mr. Helm, Mr. Clemons and Mrs. Crawford.** Chief Wilson thanked the Council for waiving the fee and for also waiving the fee for the benefit held for Chris Thornton. He said the benefit raised \$4,500 for Mr. Thornton and his family.

Mr. Gary Lowery (607 Woodland Road), asked the Council to consider an adjustment to his water and sewer bill, explaining he has found no leak, the landlord has been notified and he believes there is a problem with the water meter. Mayor Jones explained the meter antenna battery needed to be replaced, explaining the staff had been manually reading the meter until there was time to pull the meter and replace the antenna. He said a different meter was installed until there is time to replace the antenna on the previous meter and both meters were found to be recording the same amount of water use, when reviewing the data. Mayor Jones said the Council will consider his request and he will be contacted about their decision.

Mr. Satish Patel (Budget Inn Motel), asked the Council to consider an adjustment to his water and sewer bill, explaining he was notified of a very high-water leak, and he could not hear water running and didn't believe he had a leak until the town staff returned to inform him once again that he has a leak. He said he later found the leak to be in the basement and it has been repaired. Mayor Jones asked him where the water went, and he said it went into a floor drain that is connected to the town's sewer system. Mayor Jones explained to Mr. Patel that he had been notified about the leak different times, and he failed to look for the leak and the large amount of water loss was billed to the Town and the water was treated in the Town's sewage system. He said the Council will consider his request later and he will be contacted about their decision.

Mr. John Lovely (907 Greenbriar Drive), asked about the placement of the double-wide mobile home on Woodland Road and what can be done to restrict the homes in Rich Creek. Mayor Jones said this application is the first to be received by the Town for the placement of a double-wide mobile home and said he was always told the homes are not allowed within the corporate limits. Mr. Helm said he reviewed the town codes and land use regulations manual, and he could not find anything restricting the homes. He said he suggests Council request the Rich Creek Planning Commission (RCPC) to review the codes to see what can be done to restrict the placement of double-wide and single-wide mobile homes, within the town limits. Mr. Helm said he contacted Mr. John Ross, Giles County Building Official, and he was told the Giles County codes do not supersede the town's codes. Mr. Lovely asked about the Virginia State Code and Mr. Helm said state codes don't supersede town codes either. Mr. Paul Morrison, Rich Creek Planning Commission Chairman, said the Virginia State

Code states no mobile homes are allowed in R-2 (Residential) areas. Mayor Jones said the homeowner was notified the towing attachment would have to be removed and the home placed on a permanent foundation. Mayor Jones suggested the RCPC make a recommendation to the Council to change the Town's current code to be amended to state no double-wide or single-wide mobile homes will be allowed in the town limits and then a Public Hearing would be scheduled for public comment, before the change can be adopted. **Mr. Helm made a motion to move forward with requesting the RCPC review and make a recommendation of amending the town code.** Mayor Jones said the code needs to be changed before another application is received and Mr. Warren Wilson asked why the application wasn't denied and Mayor Jones said the decision given to the homeowner can't be reversed. Mr. Helm said if another application is received, the Town has 45 days to process the application. Mr. Morrison requested the Virginia Code be researched and if it applies to the Town, he suggested they stop the placement of the home on Woodland Road. Mayor Jones said he will check with the town attorney to see if anything can be done. **Mr. Helm's motion was seconded by Mrs. French and the motion passed unanimously (5-0) by the following voting YES: Mrs. French, Mr. Kantsios, Mr. Helm, Mr. Clemons and Mrs. Crawford.**

Mrs. Sherry Helm (1004 Pine Place) asked Council to consider changing the tennis court(s) into a pickleball court(s). Mayor Jones said the Town was awarded a \$20K grant from the Mary Moody Northern Endowment Fund (MMNEF) and Mr. John Lawson, Western District Giles County Supervisor (WDGCS); has appropriated \$5K for the project to install 2 pickleball courts or \$7.5K for 4 pickleball courts. Mr. Helm presented a quote from Jamie Dolan, Exterior Services SWV, Inc.; to revert one side of the tennis court into two pickleball courts (\$29,893) or both sides of the tennis courts into four pickleball courts (\$34,893). Ms. Kristin Blaker said she lives in the Town of Narrows and the pickleball courts have been a popular pastime and there are usually players waiting to have access to the court(s). Council members had questions regarding the project, so Mr. Helm called Mr. Dolan to allow him to answer their questions. After Mr. Dolan answered a few questions from Council, he said if the quote is approved, he could possibly begin the project by the end of September. Mrs. Debbie Morris asked Mayor Jones to contact Ricky McCoy and Paul "Chappy" Baker, At-Large members of the Giles County Board of Supervisors, for additional funding availability. **Mr. Helm moved to approve the quote in the amount of \$34,893 to install four pickleball courts and to solicit donations for the additional funding needed (\$34,893 less MMNEF \$20K, WDGCS \$7.5K=\$7,393) to reimburse the General Fund and the motion was seconded by Mrs. Crawford. The motion passed (4-1) by a Roll Call vote: Mrs. French, YES; Mr. Kantsios, NO; Mr. Helm, YES; Mr. Clemons, YES; and Mrs. Crawford, YES.** Mr. Kantsios cited his concern for the completion of the new fire department project.

OLD BUSINESS

A. UPDATE ON THE RICH CREEK COMPREHENSIVE PLAN (RCCP)

Mr. Morrison said the committee has met to discuss the flood plain concerns in the RCCP and their recommendations have been submitted to Bethany Peters, New River Valley Regional Commission, to incorporate into the policy. He said the committee has a meeting scheduled for Tuesday, August 13th at 6PM to review the changes and if approved the committee will recommend the policy be submitted to the Council for consideration of adoption. Mr. Helm said the town code and land development manuals need to be reviewed regularly and updated, as needed. Mr. Morrison suggested someone familiar with the current laws review the manuals with the committee. Mr. Helm requested the Clerk provide Mr. Morrison the contact for the Virginia Municipal League, for assistance.

B. UPDATE ON THE NEW FIRE HALL

Mayor Jones said the site plan has been completed and he suggested the geological survey/ground boring be contracted to Premier Group for an additional \$1K fee be added to their current contract with the Town. **Mrs. Crawford made a motion to include the geological survey/ground boring job, as an addendum, to Premier Group's current contract with the Town, for an additional \$1K and the motion was seconded by Mr. Helm. The motion passed 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.**

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

The Town Clerk said the Lead & Copper mailers will be sent out within the month to all water customers where the private service line material is unknown and then the door-to-door visits will follow for those who don't return the required information.

D. CONSIDERATION OF THE CEBRIDGE/OPTIMUM CABLE FRANCHISE RENEWAL

Mayor Jones said the franchise agreement has been reviewed and is ready to be advertised for a public hearing, before adopted by the Council. Mr. Helm asked how much has been paid to Sands Anderson attorneys for reviewing the agreement and why they were requested to review the document after Cebridge's attorneys have reviewed and approved the document for the town's approval and the Clerk said she was requested to send the franchise agreement, along with the contact information for Cebridge to Mr. Mike Bedsaul, Sands Anderson attorney; and said she will provide a breakdown of the amount paid to the attorney, after the meeting. Mayor Jones said Mr. Bedsaul did find a couple of changes that needed to be made to the agreement, which has been approved by the Cebridge attorney, regarding how the revenue is paid through the Commonwealth of Virginia, instead of directly to the Town. **Mr. Clemons made a motion to schedule a Public Hearing for September 9, 2024, the next regular meeting of the Council, to consider the Cebridge/Optimum cable franchise renewal and the motion was seconded by Mr. Helm. The motion was approved unanimously (5-0) by the following voting YES: Mrs. French, Mr. Kantsios, Mr. Helm, Mr. Clemons, and Mrs. Crawford.**

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

Mrs. Crawford reported the hardwiring of the cameras at the town park is complete and the cameras are working. She said the public works department will install the panel box needed at the community center, so Jamie Snider can complete the brush site security camera. There was some discussion of where Council wants the new brush site rules signs posted and it was agreed to place the first sign in the grassy area near the picnic shelter, at the start of the gravel road, and the second sign would be placed at the cable crossing the road, leading to the brush site.

F. & G. UPDATE ON THE BRUSH DISPOSAL SITE, FALL CLEAN-UP WEEK & CURBSIDE BRUSH PICK-UP

Mr. Kantsios said Council members should have received a draft of the notice prepared regarding the curbside brush pick-up service to the town residents and asked for any comments. Mrs. Helen Swartout suggested it be made clear to the residents what can and can't be picked up or some may place a log from a tree at the road. After some discussion, it was agreed the guidelines to follow would include: Call the town office to arrange brush pick-up before placing by the curb, brush can be no larger than 3" in diameter, brush must be stacked going in same direction and no more than one pick-up would be allowed per month. **Mrs. Crawford moved to approve the curbside brush pick-up, contingent on the guidelines, and the motion was seconded by Mr. Kantsios. The motion was approved unanimously (5-0) by the following voting YES: Mrs. French, Mr. Kantsios, Mr. Helm, Mr. Clemons, and Mrs. Crawford.** The consensus of Council was in agreement to offer the service for a trial period and revisit the discussion if there needs to be any changes made to the policy.

H. UPDATE ON THE MARY MOODY NORTHERN GRANT-PICKLEBALL

Addressed earlier in the meeting.

I. UPDATE ON THE PIGEONS & CHICKENS IN THE TOWN

Officer Buckland said the Giles County judge has allowed the Giles Avenue resident until the end of August to remove the chickens from the property or charges will be imposed. He said if the chickens, chicken house and trash is not removed from the property, he has been advised to charge the resident for zoning violations. There was some discussion regarding the feeding of pigeons and the locations where the pigeons are roosting and the health hazards they are creating. Mayor

Jones said he will contact the owners of Smith's Super Aid Pharmacy to follow-up on the status of the pigeon problem and the status of the repairs to the façade of their building.

J. UPDATE ON JOB OPENING EMPLOYEMENT APPLICATIONS

Tabled

K. UPDATE ON SPEED LIMIT REVIEW

Officer Buckland said he met with Mr. Helm and Mr. Clemons to review the surveys received regarding the speed limit and the results were 50/50 for and against changing the speed limit within the town. Mrs. French suggested Mercer Road be restricted to one-way travel and Mrs. Swartout and the Clerk agreed they were not in favor of changing Mercer Road to one-way traffic flow. There was no action taken on reducing the speed limits. Mr. Kantsios asked who approved the speed limit survey mailing expense and Mayor Jones said the committee was appointed to review the speed limits in town and they elected to send out the survey to get comments from the Rich Creek residents.

L. DISCUSSION CONCERNING HUSQVARNA CHAINSAW PURCHASE

Mrs. Crawford reported Wes Crawford could not locate a receipt for his chainsaw, that was damaged by another town employee last year, when cutting trees for the new fire department project. She recommended Mr. Crawford be required to reimburse the Town \$425 for ½ of the cost of the Husqvarna chainsaw he purchased with the town credit card, and he be allowed to keep the saw to replace his damaged saw. She said Mr. Crawford has agreed to pay the Town \$425 and has requested the Clerk to withhold \$100, by payroll deduction, per pay period, until full reimbursement is received. **Mr. Helm moved to approve Mrs. Crawford's recommendation to allow Mr. Crawford to keep the chainsaw and reimburse the Town \$425 and the motion was seconded by Mrs. Crawford. The motion passed (4-1) by the following voting YES: Mrs. French, Mr. Helm, Mr. Clemons and Mrs. Crawford and Mr. Kantsios voting NO.**

Mayor Jones requested a 10-minute recess of the meeting.

Mr. Kantsios said he was asked by a town resident about the possibility of installing lights around the walking trail for those walking the trail late in the evening. The Clerk said she contacted Appalachian Power Co., and an engineer is scheduled to review the walking trail on August 20th and Mr. Kantsios agreed to meet with the engineer, to obtain a quote for the idea.

Mr. Kantsios asked if VDOT could be contacted and requested they mow along the streets and Mayor Jones said he will contact VDOT. Mr. Helm said the town could benefit from the purchase of a mower on the end of a hydraulic arm attachment.

NEW BUSINESS

A. DISCUSSION REGARDING BUSINESSES OPERATING WITH NO BUSINESS LICENSE

The Clerk said the 2024/2025 Business license is due payable on or before June 30, 2024, and there are three businesses operating in the town without reporting and/or paying the license fee. She said all three businesses were sent a business application early May, a second application, and then an invoice, based only on an estimated gross receipt; after no response was received. She said all three businesses have been contacted and spoken with and to date, all three haven't paid the license fee, as required by the Town Code. Mr. Helm asked who the businesses are, and the Clerk said the Dollar General store, Gigabeam and Sunsation's Tanning and Mr. Clemons said he has spoken to the Gigabeam business owner, and he was told the owner was under the impression his office staff member had paid the license fee to the Town. He said the business may be in the process of changing the use of the Rich Creek location into a storage facility and there will be no business operations at the Rich Creek location and Mr. Helm asked why and he said Officer Buckland served a notice of violation last year to an employee of the business office and the owner was not pleased with how the notice was served.

Mayor Jones suggested the businesses be reminded monthly the license is past due, until the fee is paid, and the consensus of Council agreed.

B. CONSIDERATION OF POLICY & FEE ASSOCIATED WITH DATA LOGGING WATER METERS

Mayor Jones said the data logging of the water meters is requested often and the task involves at least three employees time to pull data from a water meter, when the customer disputes the water/sewer bill. The Clerk said when the bill is questioned, the staff reviews the water use history and if the consumption is steadily increasing and the customer states they have done nothing differently, the staff suggests they check the toilet for a leak, by suggesting dye be placed in the water tank and checking the commode(s) after a short time to see if there the water in the bowl has changed to the color of the dye, to indicate a leak. She said the meters are equipped to transmit a code to the reader, for a small leak, high leak, the battery of the antenna needs to be replaced, or the meter has stopped reading completely and needs to be replaced, and if there are no codes transmitted the staff will ask the customer to check for a leak and most will disagree and even argue with the staff and request the meter be changed out or checked. She said after the staff follows through with the data logging process and provides the report to the customer, proving by the report there is either a problem with a commode sticking or on a specific day and time, there was water consumption for a long period of time, then the customer will often remember they watered the lawn/flowers, put water in the swimming pool, etc. on the specific day. She said since the Town installed the radio read water meters and have the option of data logging the meters, the meters have been shown to be correct 100%. She presented a policy for Council to consider regarding any requests of data logging the water meters, suggesting a minimum \$25 fee be charged. After some discussion, **Mrs. Crawford moved to approve the policy and suggested the fee of \$25 be amended to \$40 and the motion was seconded by Mr. Kantsios. The motion was approved unanimously (5-0) by the following voting YES: Mrs. French, Mr. Kantsios, Mr. Helm, Mr. Clemons, and Mrs. Crawford**

There was further discussion regarding the leak adjustment request received this evening from Mr. Patel and Mr. Lowery and the consensus of the Council agreed Mr. Patel was notified repeatedly of a high-water leak by the Giles County PSA staff and the Rich Creek public works department and he failed to look for the leak after each notification until finally he looked in the beneath the motel and found 4' of water. There was no action taken on the request of Mr. Patel and Council agreed Mr. Lowery may benefit from changing out the commode mechanisms and there was no action taken on Mr. Lowery's request for an adjustment.

C. CONSIDERATION OF THE GILES COUNTY PUBLIC SERVICE AUTHORITY (PSA) REQUEST FOR AN ADJUSTMENT TO THE BOARD MEMBER AND ALTERNATE BOARD MEMBERS COMPENSATION

Mr. Helm said the current Giles County PSA policy states if the appointed board member or alternate board member are not present for the meeting, neither member receives any compensation. He said currently the primary board member receives \$100 compensation per month and the alternate board member receives \$50 compensation per month and the suggested adjustment to the policy would state the primary and alternate board members would both receive compensation whether or not they were in attendance or not. **Mrs. Crawford moved to approve the adjustment to the Giles County PSA's policy regarding compensation to the primary and alternate appointed board members and the motion was seconded by Mrs. French. The motion was approved (3-0) by the following voting YES: Mrs. French, Mr. Kantsios and Mrs. Crawford. Abstaining: Mr. Helm and Mr. Clemons**

Mr. Kantsios recommended signs cameras be installed at Glen Creek Sewer Treatment Plant (GCSTP) and at the town shop. Mayor Jones said there are cameras at GCSTP and said the cameras have not been working for some time.

Mr. Helm suggested the office transactions at the drive-thru and the front office include voice recordings, for the protection of the office staff, and the Clerk said she was asked to check on this for Mayor Jones and she was told it is illegal to voice record in a public office, by the town's IT person. Mr. Helm said in the past there have been incidents when a customer is

disrespectful of the office staff and he thought a recording of the incident would be good to protect the staff. Mayor and Council agreed to request Mr. Snider to prepare two separate quotes, to install cameras at the town shop and GCSTP. The Clerk asked Mrs. Morris to call Jamie Snider, Rich Creek IT; to ask about the possibility of voice recordings and he said he has been told voice recordings are not legal within a public setting and he has followed those guidelines and said if Council wants to voice record he would suggest they confirm the voice recordings are legal, and he will be happy to comply with their decision, if the town's camera system is equipped with voice recording capability. Mayor Jones requested Mr. Snider prepare a separate quote to install cameras at the town shop and also at the GCSTP.

Mr. Kantsios asked if VDOT is planning to clean additional ditches/drains in the town and said there is no culvert at the entrance to the double-wide mobile home on Woodland Road. Mayor Jones said VDOT has complied with the Town's current requests and Mrs. Crawford said if there are any drainage issues experienced to let her know and she will contact VDOT to see if they can resolve the problem.

Mayor Jones shared a letter he received from Mr. Howard Spencer, Glen Lyn Town Manager, regarding the Glen Lyn Town Council's request that Rich Creek take over and maintain both towns' wastewater system. The letter stated Glen Lyn has purchased five new grinder pumps and made additional upgrades costing Glen Lyn approximately \$60K. The letter suggests if Rich Creek Council agrees to take over maintaining Glen Lyn's sewer lines, their residents be charged the same rate for sewer as the Rich Creek customers and in the future, the Town of Glen Lyn be reimbursed the debt service paid to Rural Development, to replenish their funds so they may maintain the town's street lights, mowing of the median and snow removal. **Mrs. Crawford made a motion to authorize Mayor Jones to draft a letter to the Town of Glen Lyn stating the Council is not interested in the offer to maintain both town's sewer collection system and the motion was seconded by Mr. Helm. The motion was approved unanimously (5-0) by the following voting YES: Mrs. French, Mr. Kantsios, Mr. Helm, Mr. Clemons, and Mrs. Crawford**

TOWN ADMINISTRATION REPORTS

CHIEF OF POLICE-Steve Buckland

July 2024 Activity Report

Accident Investigations: 2 Alarm Activations: 1 Animal Complaints: 1 Arrest: 2
Assist to Citizens: 2 Assist to Other Agencies: 0 Bulletins Received: 3
Court Related Activities: 8 Criminal/Narcotic Investigations: 4 Disturbance Calls: 0 Fire/Rescue Calls: 0
Property/Business Checks: 66 Reports Submitted: 3 TDO Transports: 1
Training Activities: 0 Town Ordinance Violations Investigated: 0

- Officer Buckland said he received a complaint regarding the new owner of the Rich Creek Mini Mart has installed gaming machines and after speaking with the Giles County Commonwealth Attorney, he has confirmed the machines are illegal and he has informed the owner of his findings.
- Officer Broyles is doing excellent in the police academy and his graduation date is December 18, 2024.

PSA REPORT-Stuart Helm

Mr. Helm provided a summary of the most recent meeting.

TREASURER'S REPORT-Pam Kantsios

- July water loss: 8%

Balance as of July 1, 2024	\$509,230.21
Receipts	95,210.63
Expenses	<u>92,161.21</u>

Balance as of July 31, 2024 \$512,279.63
Balance as of July 31, 2023 \$464,129.69

CERTIFICATE ZONING COMPLIANCE ISSUED

None

The Clerk reported the first quarter payment of \$8,032 to the town's insurance carrier, Virginia Risk Sharing Association in Glen Allen VA, was intercepted illegally in transit to the company and the check was altered and deposited in an ATM machine in Texas. She said Officer Buckland is working with the Giles County Commonwealth Attorney on the case and National Bank is attempting to obtain the funds back from PNC bank, who deposited the funds into the individual's bank account, even though the copied and altered check had VOID across the front of the check.

Mr. Kantsios requested the Employee retention salary adjustment information, he provided to the Council, be included on the Agenda of the September meeting for discussion and consideration.

PAYMENT OF THE BILLS

Mrs. Crawford moved to approve payment of the bills, presented in the amount of \$51,046.33 and the motion was seconded by Mr. Kantsios. 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

APPOINTMENT

None

ANNOUNCEMENTS

Fall Clean-Up Week has been scheduled for Tuesday, October 15 until Friday, October 18, due to Columbus holiday on Monday, October 14. Mayor Jones said the original Monday designated pick-up areas will be picked up on Tuesday.

EXECUTIVE SESSION

Mrs. French moved that Council convene in Executive Session for personnel matters, as allowed by VA Code §2.2-3711, A1, Personnel, regarding employee leave hours and the motion was seconded by Mr. Helm. 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. French 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 Mr. Clemons. 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.

Due to the late hour, Mayor Jones Recessed the meeting at 11:00 PM to commence on Tuesday, August 13, 2024 at 6:00 PM to continue in Executive Session for personnel matters to perform a second interview of an applicant. The Clerk said the Rich Creek Planning Commission meeting is scheduled for the same time and Mayor Jones said the interview will be done in Executive Session and Mr. Kantsios volunteered to make note of the motions made to enter and exit Executive session and if Council takes any action on the interview, and forward the minutes to the Clerk.

Roger Jones, Mayor



Pamela Kantsios, Town Clerk

RECESS MEETING-AUGUST 13, 2024 MINUTES

The Recessed meeting of the Rich Creek Town Council was held on Tuesday, August 13, 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

Mark Clemons, Council
Darlene French, Council

Joyce Crawford, Council
William Kantsios, Council

Mayor Jones reconvened the meeting.

Mrs. Crawford moved that Council convene in Executive Session for personnel matters, as allowed by VA Code §2.2-3711, A1, Personnel, to perform a second interview of a job applicant and the motion was seconded by Mr. Helm. 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 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 Mr. Helm. 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 made a motion to offer the position of Town Manager to Mr. Richard Cox 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.

Mr. Clemons made a motion that any request(s) to VDOT, on behalf of the Town, be presented to the Council, for approval, prior to contacting VDOT and the motion was seconded by Mr. Helm. 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 made a motion that any request(s) for any attorney, that results in billable hours by said attorney, must be approved by the Council, before cost is incurred and the motion was seconded by Mr. Clemons. 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 adjourned the meeting.

Roger Jones, Mayor

Minutes provided by William Kantsios, Council