

SEPTEMBER 9TH, 2024 MEETING MINUTES

A meeting of the Rich Creek Town Council was held on Monday, September 9, 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
Richard Cox

Stuart Helm, Council
Darlene French, Council
Debbie Morris
Warren Wilson, RCVFD

William Kantsios, Council
Joyce Crawford, Council
Helen Swartout

INVOCATION/PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AUGUST 12TH & 13TH, 2024 MEETING MINUTES

Mr. Kantsios noted a correction to the August 12th, 2024 minutes, to reflect under New Business, "Mr. Kantsios recommended signs cameras be installed at Glen Creek Sewer Treatment Plant (GCSTP) and at the town shop." Mrs. Crawford asked if the Council took any action on Mr. Patel's water/sewer bill adjustment and Mayor Jones said Council took no action on his request and the Asst. Clerk said he has been set up on a payment plan. Mr. Kantsios said the Recessed Meeting was advertised to hold a second interview of an applicant, with no other business to be discussed and he said there were two motions made after the interview was completed, not pertaining to the reason for the meeting. He said Mrs. Swartout had asked the Clerk about the meeting and she was told the regular meeting was recessed by Mayor Jones for the purpose only of a second interview of an applicant in Executive Session and the meeting was advertised the same. Mayor Jones said Council will repeat the two motions later in the meeting this evening.

Mrs. Crawford moved to approve the minutes of the August 12th & 13th, 2024 meetings, with the noted correction, and the motion was seconded by Mrs. French. 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: 2 Fire: 1 Smoke/CO² Alarm: 1 Mutual Aid: 1 Training: 1 Total Hours: 79
- There was discussion regarding the fire in Monroe County, WV at the HAM Sanitary Landfill and the water obtained from the Rich Creek hydrants. The Clerk stated no adjustment has been reflected on the town's water bill to-date and said she will follow up with the Giles County PSA, in regard to an adjustment.
- Mr. Helm suggested all fire hydrants be tested regularly. Mrs. Crawford asked if the RCVFD painted the fire hydrant located near Wintergreen Commons, and Mr. Wilson said it was more than likely painted by the Giles County PSA.
- Officer Buckland commended the RCVFD for their response of a vehicle accident on Rt. 460, in utilizing the extrication equipment.
- A pump test was performed on Unit 1216 and the charging system and compressor were repaired (\$4,679.50). A power supply line was installed on the truck, to connect the department's batteries, fans, power tools, etc., per the department's request and Mr. Wilson said the RCVFD will pay the expense.
- Unit 1215 pumps were serviced, and the ball joints and a leak were prepared. (\$2,818.75)
- Mr. Wilson reported that the Town of Glen Lyn has asked the Rich Creek and Narrows fire department members to consider assisting with the operations of the Glen Lyn Fire Department.
- Johnston Electric will be installing an electric hook-up for the department's dryer unit and Kenneth Smith will connect the water supply to the washing machine.
- Virginia Forestry Grant Awarded-\$10,700

PUBLIC HEARING-To consider adopting an Ordinance to grant a Franchise to Cebridge Acquisition, LLC, for the construction and operation of a cable system within the Town

Mayor Jones opened the Public Hearing for public comment and there were no comments, and he proceeded to close the hearing.

PUBLIC COMMENT

The Clerk said Mrs. Connie Rodas, of the Women of Steel/United Steel Workers group, has requested permission from Town Council to host a car wash fund raiser in the town, to benefit the disadvantaged in Monroe County. There was no action taken.

Mr. Wilson requested Council contact VDOT and request they review the poor condition of Powell Mountain Road, after the recent paving and Mrs. Crawford said she has spoken to Mr. John Lawson, Giles County Board of Supervisor-Western District; and he has agreed to contact VDOT and report back to Council, stating she has not heard from Mr. Lawson to-date. Mr. Wilson said the road was in better condition, before the contractor worked on the road. Mayor Jones said Council will follow-up with Mr. Lawson and VDOT's response to his complaint.

OLD BUSINESS

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

The Clerk said the "draft" RCCP has been submitted to the Rich Creek Planning Commission for their approval, prior to submitting to Council for comments and then forwarded to VDOT, for their approval. She said the committee would like to meet with the Council and the Board of Zoning Appeals members, to review the town code book to discuss all codes that may need to be revised. She said the committee would like to request the Council contact the town attorney and request they review the codes and submit any recommendations back to the town and committees. Mr. Warren Wilson said the committee discussed the recent placement of the double-wide mobile home in a Rich Creek subdivision and they suggest the town codes be reviewed to better refine the type of homes allowed in the town, to eliminate any confusion or misinterpretation of the codes.

B. UPDATE ON THE NEW FIRE HALL

Mayor Jones said he has spoken to the county officials, and he expects to receive the building permit in late September or October.

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

The Town Clerk said the Lead & Copper surveys were delayed by the USPS and Nina Kempic, CHA Companies; says they should have the surveys sent out soon. Mr. Helm asked if a fine could be imposed on the Town for not submitting the report to the Virginia Department of Health by the 10/16 deadline and the Clerk said she will find out and report to Council next month.

D. CONSIDERATION OF THE CEBRIDGE/OPTIMUM CABLE FRANCHISE RENEWAL

Mr. Helm made a motion to adopt the Cebriidge/Optimum cable franchise agreement, 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.

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

Mayor Jones said the camera installed to record activity at the brush site does not have the capability to display the license plate clearly. He said one idea is to place the camera on a post near the roadway leading to the brush pile or to purchase a camera capable of reading the license plates. Mr. Kantsios asked about the installation of security cameras at the town shop, due to the number of tools missing and at the sewer treatment plant for employee safety. Mayor Jones suggested the new town manager to review the two locations and make a recommendation to Council, after his employment date of 10/1. Mrs. Crawford suggested all Council members stop by the town shop and view the area.

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

Mayor Jones said the post, cable and new signs will be installed soon. Mr. Wilson said the amount of brush disposed at the site, has increased.

G. UPDATE ON THE PIGEONS & CHICKENS IN THE TOWN

Officer Buckland reported the chickens have been removed from the property and the chicken coop is still there. He said the judge has ordered the homeowner to clean up the property. Mayor Jones suggested he contact the Giles County Health Department about the leaking contents of the barrel, located on the property. Mr. Kantsios asked if there is an ordinance restricting mattresses, refuse, etc. of being disposed of on the property. The Asst. Clerk said the owner of the property located behind the Rich Creek Mini Mart is in the process of moving back into the home and has agreed to clean up the property. Mayor Jones said he has spoken to the owner and the manager of Smith's Pharmacy about the pigeon problem and building repairs and they have hired a contractor to repair the façade of the building. He said he authorized the placement of a dumpster on Main Street, away from the USPS parking area. There was some discussion of residents feeding pigeons, within the town, and any health concerns. Mr. Helm suggested an ordinance be written banning the feeding of pigeons and crows in the town. Mrs. Crawford asked Officer Buckland about the high grass violation on North Street, and he said the owner is deceased and he has been unsuccessful in contacting the next of kin. Mayor Jones said he would not recommend the town employees mow the property and would suggest a contractor be contacted and Mrs. Crawford agreed to contact a contractor to mow the property.

REPEAT OF MOTIONS MADE AT THE AUGUST 13, 2024 RECESSED MEETING, THAT WAS ADVERTISED ONLY FOR AN INTERVIEW

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. Discussion: Mr. Kantsios asked if the town could be held liable, in the event of a traffic accident, should a directional sign be damaged and not reported to VDOT until the next council meeting, and Mr. Clemons said a road sign repair is not a request of VDOT for work to be done. Mrs. Swartout suggested the town manager be authorized to coordinate with VDOT, on behalf of the town and Mayor Jones said the town manager doesn't officially begin employment with the town until 10/1. **Approved (4-1) by the following roll call vote: Mrs. French, YES, Mr. Kantsios, NO; 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 Mrs. French. Discussion: Mr. Kantsios said the town is facing possible litigation and Mayor Jones said he is unaware of any filing with the courts. Mr. Kantsios asked if Council should reconsider the motion. **Approved (4-1) by the following roll call vote: Mrs. French, YES, Mr. Kantsios, NO; Mr. Helm, YES; Mr. Clemons, YES; and Mrs. Crawford, YES.**

Mr. Kantsios said he received a request from a town resident about installing additional lighting throughout the walking trail around the park and cemetery and he met with an AEP representative to discuss the possibility. He said the AEP representative suggested the town employees dig the trench and install the conduit, to lessen the expense to the Town and Mr. Kantsios said Tim Craig (AEP) and Tommy Kantsios may agree to volunteer their time to wire the lights up. Mr. Helm asked about the park hours of operation and asked if the additional lighting would encourage activity in the park and cemetery after the park has closed. There was no action taken.

Mr. Kantsios said he was asked to bring back before Council areas of concern for drainage issues that need to be looked at by VDOT. He requested the ditch needs to be cleaned out from the Old Peterstown/Woodland Road intersection towards Marsha Eaton and Erik Suttle's residences and from Glen Ogden's residence to the end of Pine Place, past Mr. Clemons' residence. Mr. Helm expressed his disappointment in Mr. Kantsios' request and stated he has observed no drainage issues during heavy rain on Pine Place and Mr. Clemons said he has documentation from VDOT regarding a study of Pine Place and there were no drainage issues noted. Mr. Kantsios said he believes it is his responsibility as a council member, to bring the concerns of town citizens to Council's attention, for discussion and consideration. Mr. Helm said Mr. Kantsios is trying to create a problem and Mr. Clemons said Mr. Kantsios' request is an example of why all VDOT requests should be brought before Council for approval prior to contacting VDOT so a resident is not surprised to find work performed on their property while they are away from the home. Mr. Kantsios said he has brought the citizens' concerns to Council's attention, as requested, and Mayor Jones agreed he had requested Mr. Kantsios to bring back any drainage issue concerns to Council

for further consideration and said there appears to be no interest of Council members in contacting VDOT regarding Mr. Kantsios' requests.

NEW BUSINESS

A. CONSIDERATION OF EMPLOYEE SALARY ADJUSTMENTS

Mayor Jones said some have suggested Council discuss the salary adjustments in Executive Session and Mr. Kantsios disagreed, saying the information he has provided for the discussion is for all town employees and not one specific employee and should be discussed in open meeting and Mayor Jones agreed. Mr. Kantsios said he is recommending a salary adjustment policy be considered, for learning/licenses obtained by all town employees.

Public Works Department:

\$1.00/hr Water License \$1.00/hr Sewer License \$0.50/hr Commercial Driving License

Police Department

\$1.00/hr Police Academy Completion \$1.00/hr Specialty Certification \$0.50/hr Basic General Instructor Certification

Office Department

\$1.00/hr FOIA Certification \$0.50/hr VA Taxation Debt Set Off Certification \$0.50/hr VA DMV Stop Certification
\$0.50/hr VA Notary Certification

Mr. Kantsios said the policy allows each employee the opportunity to earn up to \$2.50 per hour salary adjustment, with an annual max. of \$1 per hour increase, to not burden the Town financially by the policy. Mrs. Crawford asked if there are funds budgeted for the suggested salary adjustments and Mr. Kantsios noted Council increased an employee's salary recently and the funds were available. Mr. Clemons said a notary certificate and completion of the police academy is a job requirement for those positions. Mr. Kantsios said when the public works department obtains a license or certification, Council approves a salary adjustment, and he would request all employees to be given the same consideration. Mayor Jones asked if the policy would be retroactive for the employees who currently hold a license or certification, and Mr. Kantsios said the annual max. amount allowed salary adjustment would be followed, per the policy. **Mrs. Crawford made a motion to not take any action on the policy, explaining the funding may not be available and suggested the Council consider any salary adjustments on a case-by-case basis.** She said the public works department is currently working with old equipment not safe to use and Mr. Kantsios suggested Council consider the policy that recognizes all employee accomplishments and provide the same opportunity to earn a salary adjustment. Mrs. Crawford said the priority of Council is to provide employee safety, fire department needs, public works vehicles, lawn maintenance equipment, etc. **The motion was seconded by Mr. Clemons and the motion passed (4-1) by the following Voting YES: Mrs. French, Mr. Helm, Mr. Clemons, Mrs. Crawford and Mr. Kantsios voting NO.**

B. CONSIDERATION OF THE NEW RIVER VALLEY REGIONAL COMMISSION (NRVRC) DUES REQUEST

Mayor Jones said the NRVRC is proposing an increase of the town's annual dues of \$1,000 per year for the length of the bank note or by a lump sum payment of \$13K. Mr. Helm said their current office is adequate and he disagrees with the proposal and Mayor Jones said he was aware of their search for a new office location. He said the majority of the board members had elected to move forward with the idea. Mr. Helm asked how much work has been put into the Rich Creek Comprehensive Plan and Mr. Wilson said he believes the plan can be updated without the assistance of the NRVRC, explaining the process involves entering updates or any future plans to the current policy and removing all completed projects. He pointed out that NRVRC omitted including a flood plain map in the draft plan and the committee noticed the omission and brought it to their attention. Mayor Jones said the NRVRC assists the Town with grant management of projects i.e. Rich Creek Business Façade Project, Summit Place Assisted Living project, etc. He said he will contact Mr. Kevin Byrd, NRVRC Director, to discuss further and suggested the discussion be tabled until the next Council meeting.

C. DISCUSSION REGARDING THE COMMUNITY CENTER GYM & KITCHEN FLOORS

Mrs. Crawford reported there are areas of concern in the community center where the walls appear to be disintegrating in the hallway and the gym and kitchen floors need to be replaced, if Council plans to continue renting out the facility. The

Asst. Clerk said the doors entering the facility are in disrepair and need to be replaced. Mrs. Crawford suggested Council members review the community center, and the Clerk said the floors need to be stripped down and waxed and there has been black "goo" running down the walls in the gym reported to the public works dept. The Asst. Clerk said she obtained a quote (\$5,000) to replace the floors in the gymnasium and recommended the next fiscal year recreation funds (\$5,000), provided by the Rich Creek Lion's Club, be utilized to replace the floor in the kitchen area. The discussion was tabled until Council members can review the community center concerns discussed.

D. CONSIDERATION OF PROFESSIONAL COMMUNICATIONS SYSTEMS, LLC QUOTE

Office Buckland said Giles County is upgrading their radio system and when the system goes live, he said the Rich Creek Police Department's (RCPD) radios will no longer be compatible with the new system. He presented a quote from Professional Communications Systems, LLC for \$1,831.20 for two new radios and programming fees and estimates an additional \$200-300 for the installation of the radios. Mayor Jones said Council agreed to appropriate Rich Creek's ARPA funds received from the Department of Criminal Justice (\$10,000) to Giles County, to upgrade the county's radio system and now the RCPD radios are not compatible with the new system. Officer Buckland said the quote consideration can be tabled until the next fiscal year, if Council so chooses. Mayor Jones asked how the Giles County Sheriff's Department is funding the radio upgrades and Officer Buckland said they are upgrading the radios, as the vehicles are replaced. **Mr. Helm made a motion to include funding in the 2025/2026 FY Operating Budget or if Officer Buckland finds the need to replace the radios this fiscal year, the Mayor or Town Manager be authorized to approve the quote of \$1,831.20 and approximately \$300 for installation of the radios 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.**

Mrs. Crawford requested approval to purchase a new finish mower for approximately \$2,000-2500. The council viewed finish mowers of Tractor Supply and Rural King stores. Mr. Helm suggested a good quality mower be purchased, to include a warranty and easy accessibility to any replacement parts for any repairs. Mrs. Crawford agreed to obtain quotes and provide to Council at the October council meeting. **Mr. Helm made a motion to approve a maximum of \$3,000 for the purchase of a finish mower to properly maintain the grounds, to include the best warranty and the motion was seconded by Mr. Clemons. 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.**

Mrs. Crawford reported a water and sewer tap was installed on Woodland Road, and a water leak was repaired on Mercer Road and at Grant's Supermarket. She said she has requested bids for the asphalt repairs of six different locations.

Christian Paving \$2,800 (\$1,300 asphalt \$1,500 labor)

Premier Group (unavailable at this time)

Mr. Helm asked clarification of Christian Paving bid and Mrs. Crawford said the town crew would be required to prep the sites, and they would haul the asphalt and pave the six sites. There was some discussion regarding the asphalt repairs to be performed by the town crew and safety concerns loading and unloading the equipment, inexperience, etc. Mayor Jones said the town has new ramps available and he can oversee the town crew in proper loading and unloading of the equipment. Mrs. Crawford said the asphalt repairs need to be completed soon and the current price for asphalt is \$94 per ton. **Mr. Clemons made a motion to approve the lowest bid received 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.**

Mr. Kantsios suggested Mayor Jones consider any requests for non-pressing items to be tabled until the following Council meeting to allow members time to think about the requests received. He also suggested Mayor Jones to not telephone Council members to poll the members and recommended if the item can't be held until the next meeting of Council, he call a special meeting of Council to discuss the matter. Mayor Jones said he contacts Council members after a regular meeting has been held to follow-up or to poll the Council. Mr. Kantsios requested a monthly report be provided to Council on the pickleball court project.

Mr. Kantsios made a motion to approve all employees receiving a \$425 bonus, with the exception of the employee who received a new chainsaw, to compensate the other employees who received nothing.

Mr. Helm made a motion to request at each monthly Council meeting a month-end report, to include copies of bank statements and statements covering any other treasury accounts that are town property be provided to Council.

Mr. Kantsios asked if his request would include the fire department and Mr. Helm said his motion is clear as stated and he requested Council consider installing an audio system in council's chambers, due to some issues with sound clarity. He requested Council review the quote provided by Jamie for the installation of a sound system. Mayor Jones said he requested Jamie provide him with a quote, explaining the request was made before health issues, and the Clerk said she has not seen a quote. Mr. Helm suggested the system be included in the next operating budget. **Mrs. Crawford seconded Mr. Helm's motion.** Mr. Kantsios asked Mayor Jones about the motion he made prior to Mr. Helm's motion and Mayor Jones proceeded to follow through with Mr. Kantsios' motion submitted earlier. **Mr. Kantsios made a motion to approve all employees being paid a \$425 bonus, with the exception of the employee who received a new chainsaw, to compensate the other employees who received nothing.** The motion died for the lack of a second.

Mayor Jones requested Mr. Helm to repeat his motion and **Mr. Helm made a motion that Council be provided a month-end report, to include copies of bank statements and statements covering any other treasury accounts that are town properties.** Mrs. Crawford asked for clarification, and he said each meeting the bills are paid, and Council has been negligent in reviewing the town's financial status regularly. He said Council should be more diligently involved in the operations of the town, as elected representatives of the Town. **The motion was seconded by Mrs. Crawford and approved unanimously (5-0) by the following voting YES: Mrs. French, Mr. Kantsios, Mr. Helm, Mr. Clemons, and Mrs. Crawford.**

Mr. Kantsios made a motion to request a monthly report be provided Council on the Pickleball Court project to provide the status of all funds received to fully reimburse the town 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. Kantsios made a motion any new business presented to Council, that is considered non-pressing, be tabled for 1 month until the next meeting of the Council, to give all members the opportunity to take into consideration the request, unless delaying the decision will negatively impact the town. Mr. Clemons said Council currently delays any decisions on items that may be brought to Council's attention that are non-pressing and he suggested they continue with the current way. Mayor Jones said the motion is unclear and if Council approves the motion, they won't know how to move forward on some requests received. Mr. Clemons asked how Council would determine pressing and non-pressing requests. **Mr. Kantsios revised his motion to state items on the Agenda be held for 1 month, allowing Council time to consider the requests, unless there is a negative impact on the town for not acting upon the request.** Mayor Jones asked if he is requesting all New Business be prolonged to the next meeting of council and he said it allows Council additional time to consider the requests. Mr. Kantsios said all members of Council aren't as informed as some members on Council and Mayor Jones said he converses with Mr. Helm because he is the Vice-Mayor. Mayor Jones said he had also requested each member of Council to assist with various duties in the operations of the Town and Mr. Helm and Mrs. Crawford have assisted with some of those duties. Mr. Kantsios said he doesn't recall Council approving Mayor Jones' request and Mayor Jones said he was going to end the discussion. The motion died for lack of a second.

TOWN ADMINISTRATION REPORTS

CHIEF OF POLICE-Steve Buckland

August 2024 Activity Report

Accident Investigations: 0 Alarm Activations: 0 Animal Complaints: 1 Arrest: 1
Assist to Citizens: 3 Assist to Other Agencies: 1 Bulletins Received: 4

Court Related Activities: 11 Criminal/Narcotic Investigations: 1
Calls: 1 Property/Business Checks: 64 Reports Submitted: 4
Training Activities: 1 Town Ordinance Violations Investigated: 2

Disturbance Calls: 0 Fire/Rescue
TDO Transports: 0

Town Ordinance Violations

- Failure to keep property clean Giles Avenue
- Animals running at-large Riverside Drive

Officer Buckland said a young lady and her family were visiting the town park mid-day recently and the lady urinated directly beside the sidewalk, leading to the picnic shelter. He reported he attempted to identify the individual's automobile and he was unable to obtain the license number.

PSA REPORT-Stuart Helm

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

TREASURER'S REPORT-Pam Kantsios

- August water loss: 8.1%

Balance as of August 1, 2024	\$512,279.63
Receipts	72,600.23
Expenses	<u>98,466.74</u>
Balance as of August 31, 2024	\$486,413.12
Balance as of August 31, 2023	\$448,126.67

CERTIFICATE ZONING COMPLIANCE ISSUED

None

PAYMENT OF THE BILLS

Mrs. Crawford moved to approve payment of the bills, presented in the amount of \$33,651.33 and the motion was seconded by Mrs. French. 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-Tuesday, October 15 until Friday, October 18
- The October meeting of the Council will be held on Tuesday, October 15, 2024, due to a federal holiday on Monday, Columbus Day
- Mayor Jones acknowledged cards received from the families of Doug Hudgins, CHA Companies and past Mayor Carl Hazelwood.

The Clerk said she removed two signs advertising a church event taped with packaging tape, on two of the new streetlight poles and she intended to call a member of the church to return the signs so they could be properly displayed and Mayor Jones instructed her to not contact anyone. She said a member of the church proceeded to post on Facebook misleading comments and explained she was following guidelines previously set by Council members, stating Council approved all town employees be authorized to remove any postings on the new streetlight poles. Mr. Helm said he remembers the discussion of Council regarding the problems they encountered with individuals placing signs on the poles and leaving the signs up for a length of time. He suggested an informational flyer be provided to the public of proper sign posting etiquette to preserve town property. Mrs. French said a letter was received by a participant of one of the events at the town park, requesting fans be installed beneath the shelter for better air flow.

EXECUTIVE SESSION

Mayor Jones requested Executive Session to discuss personnel matters relating to his position as the Mayor and **Mrs. French moved that Council convene in Executive Session for personnel matters, as allowed by VA Code §2.2-3711, A1, Personnel, regarding the Mayor's position 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 was not present and had exited the building.

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. Per the following roll call vote: Mr. Clemons, YES; Mr. Helm, NO; Mr. Kantsios asked that Mr. Helm state why he is voting NO, explaining he asked the question during a FOIA training and was told Council must state their reason for voting NO and Mayor Jones said he is unaware of why a Council member would be required to explain the reason for their vote. Mr. Kantsios asked Mr. Helm what he believed was discussed in Executive Session, per FOIA guidelines, that strayed from the motion and Mr. Helm said his answer is NO and ended the conversation. **Mr. Kantsios, ABSTAINED; Mrs. French, YES. Approved (2-1) by the following roll call vote:** Mr. Clemons left the room to ask Mrs. Crawford to return so she could be included in the vote. Mayor Jones informed Mrs. Crawford of the vote results and **Mrs. Crawford voted YES. The motion passed (3-1).** Mayor Jones asked if Council agrees a part of the motion made was the only thing Council discussed in Executive Session as being true and Mrs. Crawford responded "personnel matters" and the Clerk clarified by saying the motion recorded was to discuss personnel matters relating to the Mayor and he agreed.

With no further business, the meeting was adjourned at 9:25 PM.

Roger Jones, Mayor

Pamela Kantsios, Town Clerk