

SPECIAL CALLED COUNCIL MEETING

DRAFT MINUTES

Tuesday, April 25, 2023

9am at the Damascus Town Hall

Council Members Present: Susan Coleman, Beaty Jackson, Tom Hayes, Charles Fields, Jesse Kokotek, and Jack McCrady

Absent: None

Also Present: Katie Lamb, Mayor
Tuesday Pope, Town Clerk
Shawna Cook, Town Treasurer
Kermit Turner, Police Chief

Mayor Lamb Called the Meeting to Order and reported that a Special Called Council Meeting is being called for discussion, consideration, and possible action on the following items:

1. Opening bank accounts for the Town at the Bank of Marion, Damascus Branch
 - Ms. Coleman made a motion to authorize the Treasurer to open checking accounts for the Town of Damascus with the Bank of Marion, Damascus Branch. Signors on the accounts will be the Town Treasurer, Town Clerk, Mayor, and Vice-Mayor. Mr. Jackson 2nd the motion, which passed (6-0).
2. Virginia Creeper Trail Conservancy request for the purchase and installation of a mini split in the Town Park Caboose
 - Ms. Coleman made a motion to approve the request to have Halls Heating/Air Electrical Services install a mini split heat pump in the Town Park Caboose, for the quoted price of \$2,300. Mr. Jackson 2nd the motion, which passed (6-0).

3. Fencing in the Town Park

Mr. McCrady proposed a project for the Public Works Dept. in which they will be taking the existing split rail fencing up and installing (approximately 67) bump stops at the front of the parking spaces along Town Park. The bump stops should cost around \$30 each, plus rebar and other necessary materials. This project should take place this year after Trail Days.

- Ms. Coleman made a motion to approve the fence removal/bump stop addition project, as proposed. Mr. McCrady 2nd the motion, which passed (6-0).

- Ms. Coleman made a motion to go into Closed Session for Discussion and Consideration of Personnel Matters pertaining to the Police Department, per VA Code Section 2.2-3711 (A) (1). Mr. Jackson 2nd the motion, which passed (6-0).
- Mr. McCrady made a motion to return to Open Session, 2nd by Mr. Jackson. The motion passed (6-0).
- *CERTIFY (individually): We Certify that only public business matters lawfully exempted from open meeting requirements and only such matters identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting.*

Susan Coleman - Yea

Tom Hayes - Yea

Beaty Jackson – Yea

Charles Fields - Yea

Jesse Kokotek - Yea

Jack McCrady - Yea

- Mr. McCrady made a motion to hire former Officer James Russell, full-time, for the Damascus Police Department. Mr. Fields 2nd the motion, which passed (6-0).
- Mr. McCrady made a motion to adjourn. Mr. Hayes 2nd the motion, which passed (6-0).

Katie Lamb, Mayor

Tuesday Pope, Clerk