

EMERGENCY SPECIAL CALLED COUNCIL MEETING

MINUTES

Wednesday, October 2, 2024

1pm at the Damascus Library

Council Members Present: Susan Coleman, Charles Fields, Tom Hayes, and Beaty Jackson

Absent: Robbie Kemmerlin and Jack McCrady

Also Present: Katie Lamb, Mayor Chris Bell, Town Manager Tuesday Pope, Town Clerk

Mayor Lamb called the meeting to order.

Due to the devastating effects that Hurricane Helene had on Damascus, an emergency Special Called Council Meeting was held for the following Closed Session Items, which needed to be addressed immediately:

- i. Discussion and Consideration of Admin and Public Works Personnel Matters, per VA Code Section 2.2-3711 (A) (1).
 - ii. Discussion and Consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, per VA Code Section 2.2-3711 (A) (3).
 - iii. The protection of the privacy of individuals in personnel matters not related to public business, per VA Code Section 2.2-3711 (A) (4).
- Mr. Fields made a motion to recess into Closed Session for the previously listed items. Ms. Coleman 2nd the motion, which passed (4-0).
 - Mr. Fields made a motion to return to Open Session. Ms. Coleman 2nd the motion, which passed (4-0).
 - 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 Beaty Jackson - Yea
Charles Fields – Yea Tom Hayes - Yea
 - Ms. Coleman made a motion to authorize the Town Manager to hire Robbie Kemmerlin as a part-time Public Works Project manager, for up to 30 hours per week. Mr. Jackson 2nd the motion, which passed (4-0).

- Mr. Fields made a motion to authorize the Town Manager to hire Anna Blake Wright as an assistant to the Town Manager, full-time to start with. Ms. Coleman 2nd the motion, which passed (4-0).
- Ms. Coleman made a motion to approve establish a Damascus endowment fund, for which individuals and organizations can contribute donations. Mr. Fields 2nd the motion, which passed (4-0).

Also, due to the temporary displacement of Town Hall, it was the consensus of the Council to hold a Special Called Council Meeting on Wednesdays in October at 1pm, at the Library, for the same three Closed Session items.

- Ms. Coleman made a motion to adjourn, 2nd by Mr. Jackson. The motion passed (4-0).

Katie Lamb, Mayor

Tuesday Pope, Clerk