

DAMASCUS TOWN COUNCIL
Minutes for August 5, 2024
7:00pm Regular Called Council Meeting

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

Absent: None

Also Present: Katie Lamb, Mayor
Tuesday Pope, Town Clerk
Shawna Cook, Town Treasurer

Chris Bell, Town Manager
Lucy Phillips, Legal Counsel
Kermit Turner, Police & Fire Chief

7:00pm: Mayor Lamb called the meeting to order and led the Pledge of Allegiance; Ms. Coleman gave the invocation.

Mayor Lamb asked for approval of the July 1, 2024, Regular Called Council Meeting Minutes, as presented.

- Mr. McCrady made a motion to approve the Minutes, as presented. Mr. Fields 2nd the motion, which passed (5-0-1, with Mr. Hayes abstaining).

Mayor Lamb asked for approval of the July 5, 2024, Special Called Council Meeting Minutes, as presented.

- Mr. McCrady made a motion to approve the Minutes, as presented. Mr. Fields 2nd the motion, which passed (5-0-1, with Mr. Hayes abstaining).

Mayor Lamb asked for approval of a correction to the June 4, 2024, Regular Called Council Meeting Minutes, as follows:

Before Amendment

- Ms. Coleman made a motion to contract with Higher Ground Technologies for equipment and installation up to \$19,000 to be paid with ARPA funds, and \$1,050 monthly for managed services. Mr. McCrady 2nd the motion, which passed (5-0).

After amendment

- Ms. Coleman made a motion to contract with Higher Ground Technologies for \$18,700 for equipment, and installation up to \$19,000, to be paid with ARPA funds; and \$1,050 monthly for managed services, to be paid for out of the General Fund. Mr. McCrady 2nd the motion, which passed (5-0).

- Ms. Coleman made a motion to approve the amended Minutes, as requested Mr. Kemmerlin 2nd the motion, which passed (5-1, with Mr. Fields opposed).

Mayor Lamb asked for approval of the agenda, as presented.

- Mr. Hayes made a motion to approve the agenda as presented. Mr. Kemmerlin 2nd the motion, which passed (6-0).

Committee Reports

Budget, Finance, and Administration:

Town Treasurer, Shawna Cook, submitted the following report for the previous month:

Real Estate & Personal Property Taxes: The collection rate for 2024 first half Real Estate is at 75.63% and 2023 Personal Property is at 75.79%. Please note that as of July 31, 2024, not all payments were posted in Accufund due to the penalty calculation issue.

Meals & Lodging Tax: \$21,892.80 in Meal Taxes and \$17,754.64 in Lodging Taxes were collected for July 2024.

Town of Damascus Virginia Investment Pool (VIP)	Account Balance	FYTD Income	Inception Date
RESERVE FUND	\$59,598.22	\$264.13	08/11/2017
EARMARK POLICE VEHICLE	\$505.42	\$2.15	04/04/2018
SEWER FUND CD	\$28,971.55	\$128.41	11/26/2018
ANTHEM RECOVERY	\$48,420.39	\$214.56	12/21/2018
ADDITIONAL WORKING CAPITAL	\$204,400.17	\$905.83	08/08/2019
TRAIL DAYS RESERVE	\$8,216.22	\$36.40	05/14/2020
TOD ARPA 2021	\$601,199.70	\$2,671.91	06/29/2021
VIP Stable NAV Liquidity Pool	\$951,311.67	\$4,223.39	

Balances shown below are from online banking:

Bank of Damascus:

General Fund: \$228,989.13

CDBG ARC Downtown: \$478.70

CDBG Program Income: \$13,548.82

ARPA: \$76.00

Total: \$243,092.65

Announcements:

- Issues persist with penalty calculations for 2024 first half real estate. The problem has been sent to Accufund Corporate Development and there is no estimated date for resolution. Please note that the auditor cannot begin his work until this problem is resolved.

Mayor Lamb thanked Ms. Cook for her report, and welcomed Chris Bell as the new, full-time, Town Manager for the Town of Damascus.

Streets, Lights and Maintenance:

Mr. McCrady reported that a July 19, 2024 Council Poll was conducted for approval to hire Heath Ratliff as a full-time public works employee, which was approved 5-0. Also, the department has been busy with mowing, weed eating, hanging CTREC banners, cleaning drains on N. Shady Ave., brush pick-up, servicing the tractor and mower, plumbing work at the pool, tree removal from the Creeper Trail, litter pick-up on S. Shady Ave., and trash removal from Town containers.

Parks and Recreation:

Mr. Jackson reported that the Town's profit from the 2024 Appalachian Trail Days festival is at \$99,639, which is almost as much as the Town collects from lodging taxes in a year. It is an incredible event for the Town, and Damascus is nationally well known because of it.

The Town's July 3rd Independence Day Celebration went very well for the first year at the new location (Beaverdam Creek Park), with approximately 8,000-10,000 people in Town.

Seat vacancy – due to the fact that Bryan Bryant is waiting to be sworn in as a member of the BZA, once she is appointed, she will not be able to serve on the Parks & Rec Commission. The Council had no recommendations for someone to fill the vacancy and decided to revisit the matter at the September Council Meeting.

Planning Commission:

Mr. Bell reported that at their July 23rd meeting, the Planning Commission voted to make a recommendation that the Council amend Article 16 to transfer authority to grant Conditional Use Permits (CUP) from the Board of Zoning Appeals (BZA) to the Town Council.

- Mr. McCrady made a motion to have a Special Called Council Meeting on August 12, 2024, at 6pm, where the Planning Commission will submit their recommendations regarding proposed zoning ordinance updates for review and discussion. Ms. Coleman 2nd the motion, which passed (6-0).
- Mr. Fields made a motion to reschedule the September Regular Called Council Meeting (since the first Monday falls on a holiday) for Tuesday, September 3rd, and hold a joint meeting and Public Hearing with the Town Council and Planning Commission at 6pm. Ms. Coleman 2nd the motion, which passed (6-0).

Police and Fire Advisory:

Chief Turner presented the following report for the previous month:

Operations: July 2024, Damascus Officers had 104 calls for service. We have taken 12 investigative reports and made 8 arrests. We had 1 reportable accident. Arrests are as follows: Malicious Wounding 1, Simple Assault 2, Shoplift 1, DUI 1, Warrant Service 1 and Trespass 2.

Traffic Enforcement Activities: We issued 19 citations along with 10 warnings. The Speeding violations were 25 mph zone 7, 35 mph zone 3, Expired Tags 1, Drive Suspended 1, Reckless driving 2, Fail to Obey Hwy Sign 2, No Insurance 1.

Speeding complaint areas include: Douglas Dr & N Beaver Dam Ave

Special Report:

The speed signs have been in use for the month of July, the result of traffic we had coming into town on Douglas Dr= 179,919 vehicles. N Beaver Dam Ave= 96,504 for a grand total of 276,423 vehicles. The sign on N Beaver Dam Ave is not working properly, we have to check it several times a day and turn it off and back on to get it to work and we have found that the sign has been turned off after we place it back out and turn it on. This sign has been sent off to get a new switch placed in it and as soon as it gets back, we should have better numbers.

Special Notes:

The FLOCK LPR Camera system that I brought up last month, I have some numbers and more information for you. The camera system total cost will be \$10,300.00 and the grant will cover up to \$12,500.00. This is a reimbursement grant.

- Mr. Hayes made a motion to authorize Chief Turner to move forward with the grant purchase as requested. Mr. Fields 2nd the motion, which passed (6-0).

Incident Case Status Totals by Offense

Damascus Police Department

(07/01/2024 - 07/31/2024)

Offense:	Active:	Active TOT O/A:	Inactive:	Inactive WOF:	Closed Service:	Closed Except.:	Closed Arrest:	Adult Arrest:	Juvenile Arrest:	Adu./Juv. Arrest:	Unfnd.:	Rpted.:	Actual:
13B - Simple Assault	0	0	0	0	0	0	2	2	0	0	0	2	2
18.2-51 - Malicious Bodily Injury	0	0	0	0	0	0	1	1	0	0	0	1	1
23C - Shoplifting	2	0	0	0	1	0	0	1	0	0	0	3	3
23F - Theft From Motor Vehicle	1	0	0	0	0	0	0	0	0	0	0	1	1
90D - Driving Under the Influence	0	0	0	0	0	0	1	1	0	0	0	1	1
90Z - All Other Offenses	1	0	0	0	0	0	1	1	0	0	0	2	2
Totals:	4	0	0	0	1	0	5	6	0	0	0	10	10

Citation Totals by Charge

Damascus Police Department

(07/01/2024 - 07/31/2024)

Charge:	Number of Charges:
18.2-119 - Trespassing	2
46.2-301 - REVOKED/SUSPENDED	1
46.2-613 - Expired thirty day tag / Improper Registration	1
46.2-707 - DRIVING WITHOUT INSURANCE	1
46.2-821 - FAILURE TO STOP AT A STOP SIGN	1
46.2-830 - fail to obey highway sign	1
46.2-862 - RECKLESS DRIVING (SPEED) 20 OVER 25 OVER IN 35 ZONE	2
46.2-874 - SPEEDING 25 MPH ZONE	7
46.2-875 - SPEEDING 35 MPH ZONE	3
Total:	19

Arrest Race/Sex Totals by Offense

Damascus Police Department

(07/01/2024 - 07/31/2024)

Primary Offense:	White Male:	Black Male:	Indian Male:	Asian/ Pac. Isl. Male:	White Female:	Black Female:	Indian Female:	Asian/ Pac. Isl. Female:	Juven.:	Adult:	Resd.:	NonRes.:	Arrests:
18.2-51 - Malicious Bodily Injury	1	0	0	0	0	0	0	0	0	1	0	1	1
13B - Simple Assault	2	0	0	0	0	0	0	0	0	2	0	2	2
23C - Shoplifting	0	0	0	0	1	0	0	0	0	1	1	0	1
90D - Driving Under the Influence	0	0	0	0	1	0	0	0	0	1	0	1	1
90Z - All Other Offenses	0	0	0	0	1	0	0	0	0	1	0	1	1
Totals:	3	0	0	0	3	0	0	0	0	6	1	5	6

Damascus Volunteer Fire Department

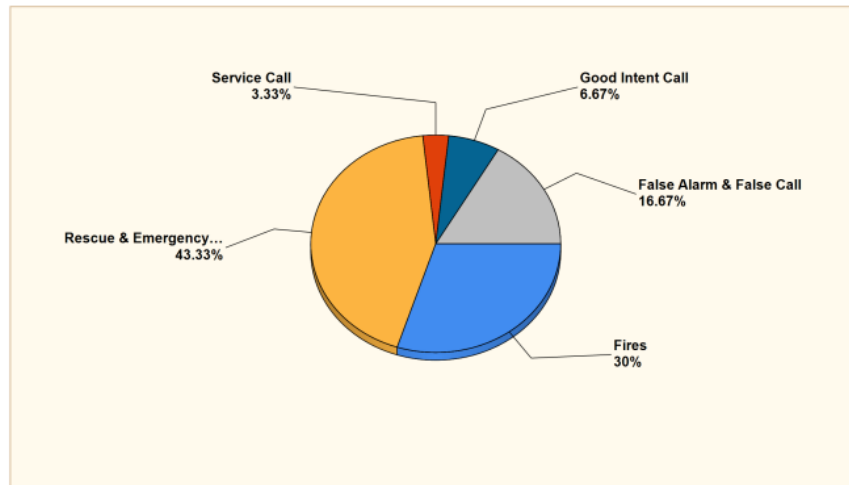
Chief Turner presented the following report for the previous month's activities:

Damascus Fire Department ✖

Damascus, VA

This report was generated on 8/2/2024 9:52:16 AM

Breakdown by Major Incident Types for Date Range
 Zone(s): All Zones | Start Date: 07/01/2024 | End Date: 07/31/2024

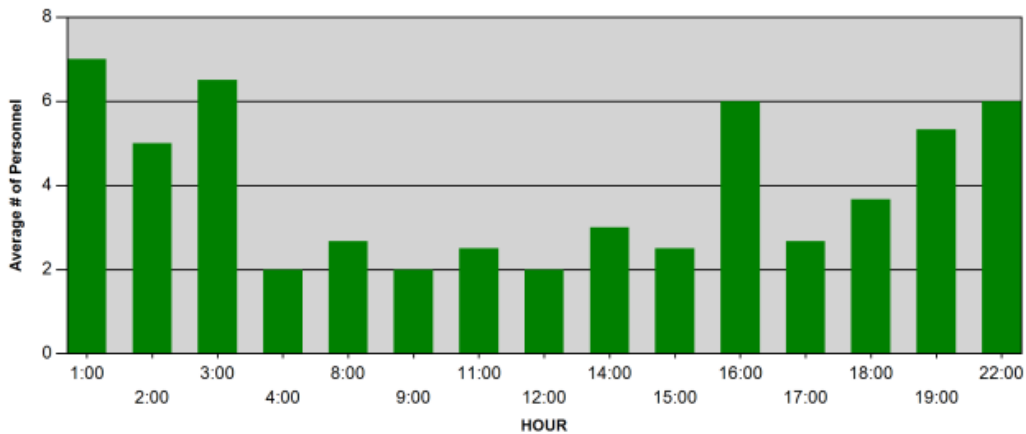


MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	9	30%
Rescue & Emergency Medical Service	13	43.33%
Service Call	1	3.33%
Good Intent Call	2	6.67%
False Alarm & False Call	5	16.67%
TOTAL	30	100%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	3.33%
111 - Building fire	2	6.67%
118 - Trash or rubbish fire, contained	1	3.33%
131 - Passenger vehicle fire	1	3.33%
140 - Natural vegetation fire, other	2	6.67%
143 - Grass fire	1	3.33%
151 - Outside rubbish, trash or waste fire	1	3.33%
300 - Rescue, EMS incident, other	1	3.33%
311 - Medical assist, assist EMS crew	5	16.67%
320 - Emergency medical service, other	1	3.33%
322 - Motor vehicle accident with injuries	2	6.67%
324 - Motor vehicle accident with no injuries.	3	10%
341 - Search for person on land	1	3.33%
500 - Service Call, other	1	3.33%
611 - Dispatched & cancelled en route	1	3.33%
622 - No incident found on arrival at dispatch address	1	3.33%
700 - False alarm or false call, other	1	3.33%
733 - Smoke detector activation due to malfunction	1	3.33%
743 - Smoke detector activation, no fire - unintentional	1	3.33%
744 - Detector activation, no fire - unintentional	1	3.33%
745 - Alarm system activation, no fire - unintentional	1	3.33%
TOTAL INCIDENTS:	30	100%

Average Number of Responding Personnel per Hour for Date Range

Start Date: 07/01/2024 | End Date: 07/31/2024



HOUR	AVG. # PERSONNEL
01:00 - 01:59	7.00
02:00 - 02:59	5.00
03:00 - 03:59	6.50
04:00 - 04:59	2.00
08:00 - 08:59	2.67
09:00 - 09:59	2.00
11:00 - 11:59	2.50
12:00 - 12:59	2.00
14:00 - 14:59	3.00
15:00 - 15:59	2.50
16:00 - 16:59	6.00
17:00 - 17:59	2.67
18:00 - 18:59	3.67
19:00 - 19:59	5.33
22:00 - 22:59	6.00

Incident Statistics

Zone(s): All Zones | Start Date: 07/01/2024 | End Date: 07/31/2024

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		13	
FIRE		17	
TOTAL		30	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		2	
Aid Received		4	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
2		6.67	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station 1400	0:13:10	0:15:42	
AVERAGE FOR ALL CALLS		0:14:22	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station 1400	0:03:48	0:05:13	
AVERAGE FOR ALL CALLS		0:04:22	
AGENCY	AVERAGE TIME ON SCENE (MM:SS)		
Damascus Fire Department	44:27		

Response Percentage per Station per Personnel for Incident Types for Personnel

Personnel: All Personnel | Incident Type(s): All Incident Types | Start Date: 07/01/2024 | End Date: 07/31/2024

Personnel	Calls Attended	% of Calls for Selected Incident Types
Station: Station 1400		
Campbell, Dalton	11	36.7%
Campbell, Wendy	1	3.3%
Davenport, Adam	1	3.3%
Doss, Brady	3	10.0%
Greer, Jesse	3	10.0%
Hicks, Emilee	5	16.7%
Hicks, Mindi	6	20.0%
Hicks, Noah	14	46.7%
Johnson, Michael	24	80.0%
Jones, Andrew	2	6.7%
Jones, Dave	12	40.0%
Justice, Jason	3	10.0%
Norris, Ralph	2	6.7%
Phipps, Jennifer	13	43.3%
Reedy, Tony Mitchell	3	10.0%
Richey, Jordan	17	56.7%
Turner, Kermit	19	63.3%
Turner, Walter B	19	63.3%
Widener, Alex	14	46.7%
Widener, Anthony	4	13.3%
Widener, Bailey	6	20.0%
Widener, Candace	16	53.3%
Total Incidents for Station Station 1400	30	

Total Incidents for all Stations

30

Incident Type and Street Name for Date Range

Incident Status: Reviewed | Start Date: 07/01/2024 | End Date: 07/31/2024

Incident Date	Address	Incident Type
07/01/2024	Virginia Creeper, Damascus, VA 24236	Emergency medical service, other
07/03/2024	Highway 133, Shady Valley (CCD), TN 37688	Passenger vehicle fire
07/03/2024	Creeper TRL, Damascus, VA 24236	Search for person on land
07/03/2024	Chestnut Mountain RD, Damascus, VA 24236	Motor vehicle accident with no injuries.
07/04/2024	Diamond DR, Damascus, VA 24236	Dispatched & cancelled en route
07/04/2024	Orchard Hill RD, Damascus, VA 24236	Natural vegetation fire, other
07/05/2024	Taylor Valley RD, Damascus, VA 24236	Building fire
07/05/2024	Virginia Creeper TRL, Damascus, VA 24236	Medical assist, assist EMS crew
07/05/2024	Plymoth CT, Damascus, VA 24236	Building fire
07/06/2024	Plymouth CT, Damascus, VA 24236	Detector activation, no fire - unintentional
07/06/2024	Plymouth CT, Damascus, VA 24236	Smoke detector activation due to malfunction
07/08/2024	Jeb Stuart HWY, Abingdon, VA 24210	Motor vehicle accident with no injuries.
07/09/2024	Neal RD, Abingdon, VA 24210	Grass fire
07/10/2024	Jeb Stuart HWY, Damascus, VA 24236	Motor vehicle accident with injuries
07/13/2024	Rush Creek, Glade Spring, VA 24340	Outside rubbish, trash or waste fire
07/15/2024	Whitaker Hollow RD, Abingdon, VA 24210	Trash or rubbish fire, contained
07/16/2024	Blue Spring RD, Meadowview (RR name Meadow View), VA 24361	No incident found on arrival at dispatch address
07/18/2024	Cornett RD, Damascus, VA 24236	Medical assist, assist EMS crew
07/18/2024	N Beaver Dam AVE, Damascus, VA 24236	Smoke detector activation, no fire - unintentional
07/18/2024	Creeper TRL, Damascus, VA 24236	Fire, other
07/18/2024	Zion Church RD, Damascus, VA 24236	False alarm or false call, other
07/19/2024	Creeper TRL, Damascus, VA 24236	Medical assist, assist EMS crew
07/19/2024	Fig Tree RD, Damascus, VA 24236	Natural vegetation fire, other
07/20/2024	Hwy 91 N, Mountain City, TN 37683	Motor vehicle accident with no injuries.
07/22/2024	Jeb Stuart HWY, Damascus, VA 24236	Alarm system activation, no fire - unintentional
07/24/2024	Rhea Valley RD, Meadowview (RR name Meadow View), VA 24361	Medical assist, assist EMS crew
07/27/2024	Creeper, Damascus, VA 24236	Medical assist, assist EMS crew
07/28/2024	Confederate RD, Glade Spring, VA 24340	Motor vehicle accident with injuries
07/29/2024	Virginia Creeper, Damascus, VA 24236	Rescue, EMS incident, other
07/31/2024	Green Cove RD, Damascus, VA 24236	Service Call, other
		Total Incidents: 30

Personnel Hours for Incidents for Date Range (Not Payroll Related)

Start Date: 07/01/2024 | End Date: 07/31/2024

PERSONNEL	TIME SPENT ON INCIDENTS (Hours:Minutes Dispatched to Cleared Scene)
Campbell, Dalton	9:53
Doss, Brady	0:30
Greer, Jesse	0:41
Hicks, Emilee	3:10
Hicks, Mindi	1:53
Hicks, Noah	7:20
Johnson, Michael	24:29
Jones, Dave	4:29
Phipps, Jennifer	1:38
Reedy, Tony Mitchell	0:30
Richey, Jordan	16:33
Turner, Kermit	20:23
Turner, Walter B	20:58
Widener, Alex	11:52
Widener, Bailey	2:21
Widener, Candace	12:35
Total:	139:15

EXHIBIT 1
PROJECT DESCRIPTION

Proposed Project*

Please provide details on how the project will work. Consider describing, for example, the Who, What, When, Where and How of the project services. Be sure to include the history of the current service or project for which you are requesting funding or if this is a new project.

This will be a one-time purchase of Rescue tools by DVFD, including cutters, spreaders, rams and associated batteries. Individual items are listed in the attached quote under the budget.

Cost of tools for Holmatro Rescue Tools	\$ 52,488.00
Contribution from Washington County	\$13,744.00
Contribution from Damascus Town	\$5,000.00
Potential Wellspring Grant Contribution	\$25,000.00
Contribution from DVFD	\$8,744.00

The rescue tools will be purchased from ACI who sells Holmatro brand rescue tools.

- Mr. McCrady made a motion to approve \$5k allocation of funds, as requested. Ms. Coleman 2nd the motion, which passed (6-0).

Special Committees

Nothing at this time.

Citizens Comments

Citizens Comments were heard from the following people:

1. Scott Judd, Daniel Boone St., Damascus

Manager's Report

Chris Bell presented the following Manager's Report:

Creeper Trail

- Trestles 30 & 31: Conservancy requesting any repair/replacement work be completed during winter month(s). USFS to finalize cost analysis and direction for stringer replacement with wood versus steel; Conservancy expressed preference of wood to continue original aesthetic; USFS intends to eventually replace all the trestles with steel pedestrian bridges to reduce overall replacement and maintenance costs.
- Creeper Trail Forum: Will be attending forum hosted by Wellspring Foundation on August 29th to discuss collaborating and funding initiatives.

- RFQ for the removal of the rest of the trees (approximately 105) is in process with quotes due 9/3/2024.

Miscellaneous

- IT: Awarding contract to Higher Ground for IT/camera hardware upgrade and managed IT services & support. Estimating six weeks for implementation.
- Engineering: Surveyors scheduled for August 12th for Legion St. sidewalk/parking design project. PER for stormwater along downtown corridor to begin post Legion St. design and analysis. Streambank stabilization engineering in early development.
- Laurel Creek Park/Town Park: Pressure washing (on Aug. 7), staining, painting of LC pavilion/stage/bathroom and TP gazebo to begin week of August 19th.
- Recodification: Counsel has updated business license section to meet current and mandatory state requirements for review. The estimated completion date of recodification project is end of year.
- Gap Analysis + Feasibility Study: The Wellspring Foundation grant for \$20,000 to fund the *feasibility study* has been unofficially awarded. Awaiting formal contract which is expected in early August.
- Laurel Creek Trail: Awaiting landscape architect to explore the two options for the Laurel Creek Trail. VDOT requires sealed drawings to either relocate the Trail or remove the Trail.
- Painting/sealing: Awaiting contractor schedule to complete striping along Laurel Ave.
- Landscaping: Working on completing the RFQ this month for the landscaping/hardscaping projects around town.

Legal Matters

At the appropriate time, the Mayor and Council will Recess into Closed Session for Discussion and Consideration of Personnel Matters, per VA Code Section 2.2-3711 (A) (1); and Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body, per VA Code Section 2.2-3711 (A) (7).

Old Business

Mr. McCrady stated that he wished to clarify the matter of photos being taken of the homes with 'Neighborhoods are for Neighbors' signs in their yards and the Council members subsequently receiving a letter from a law office out of North Carolina. After being questioned, Mayor Lamb replied that she had taken the pictures but had nothing to do with a law office sending out a letter. Mr. McCrady said that was a form of intimidation, and the Mayor should not choose sides. Mayor Lamb replied that she is unbiased, and as a member of the Council and the Planning Commission he should be the same. She went on to state that people should not have these signs in their yards if they are an elected official or appointed to a committee. Mr. McCrady restated his question if the Mayor took the pictures, and she confirmed this, while going on to say

she was asked to do so. Mr. McCrady inquired as to who had asked, and the Mayor replied that there are multiple concerned citizens and business owners, and she has been made aware of petition against the signs. After Mr. McCrady restated that the Mayor had taken the photos and they ended up in a letter from an attorney in Raleigh, NC, there was a brief discussion before moving on to new business.

New Business

- Reschedule September Council Meeting date – the 1st Monday is Labor Day: This was addressed under the Planning Commission report, and the September Council Meeting will be held on Tuesday, September 3rd, at 6pm.
- Board of Zoning Appeals (BZA) – Seek appointment to fill the seat vacated by Doug Carpenter: Mr. Carpenter's term expired on July 31st, and he does not wish to continue for another term, so Council needs to decide on a recommendation for appointment. After discussion about the process for recommending to the Circuit Court that someone be appointed, Ms. Coleman asked if there was a recommendation/resume/application to consider for the BZA at this time. Mr. Bell replied that he had received a letter of interest for serving on the BZA from Brian Zier, after which Mr. McCrady and Ms. Coleman stated that would be a conflict of interest since he is the Mayor's spouse. Mayor Lamb replied that she can't vote on items, but Ms. Coleman can, and her spouse is a member of, and the secretary for, the BZA. After more discussion, it was decided to table this item until the September meeting.

Consent Agenda

- Ms. Coleman made a motion to pay the bills for invoices exceeding \$2,500, 2nd by Mr. Jackson. The motion passed (6-0).
- Ms. Coleman made a motion to pay the bills presented as well as the standard and/or recurring bills that will come in before the next Council meeting. Mr. Jackson 2nd the motion, which passed (6-0).

Code Enforcement:

The following activity report for the previous month was submitted by the Town's Code Enforcement Officer, Marty Berry:

Visits and Contacts: 13

Lodging: 0

Assist P D: 2

Zoning: 3

Meals: 1

Business License: 1

Complaints and Investigations: 4

Mayor & Council Members Reports

Mayor Lamb reported on the following: she would like to give a shout out to Julie Kroll for putting together the Damascus Art Trail, a brochure for it, and it's press release, which was on the front page of the Bristol Herald Courier; and everyone is invited and encouraged to attend a cookout at 115 Smith St. this Thursday (8th) at 5pm honoring Gavin for his years of service and welcoming Chris as the new Town Manager.

Ms. Coleman stated that the toilet paper holders in the newly renovated bathrooms in the Town Park have already been broken.

Mr. Jackson reported the Town Pool will hopefully stay open until Labor Day on weekends.

Mr. Fields reported that Haney Rd. has been washed out and needs repair.

Mr. Kemmerlin said he would like the Council to consider revisiting the idea of building steps back on the front of the gazebo in Town Park and make it look presentable, as well as developing more recreational activity areas (pickleball/basketball, etc.) for our citizens. Ms. Coleman said that she and the beautification committee are looking to plant some small bushes and flowers in front of the gazebo to make it look much better. Mayor Lamb added that the floor of the gazebo and ramp need to be repaired/replaced also. Mr. Jackson added that the park has some low spots that need to be filled in as well.

Mr. McCrady stated that putting up all the CTREC banners took up 5 days of labor from the Maintenance Dept.; he would like the Mayor and Town Manager to send a letter to the school system asking them to delay school starting back until later in the summer; he would love to see the Town develop a pickleball court and other activity areas, but cannot vote to spend money on those items when we have roads in town that are in major need of repairs, such as Extract and Rutledge, and he would like to see a request for bids to fix those; and lastly he asked that legal issues be added to Closed Session.

Announcements

UPCOMING EVENTS & OTHER ANNOUNCEMENTS:

- Farmers Market is open on Saturdays 9am-noon
- Town Pool is open daily through Aug. 11, and possibly on weekends after that
- August 31st – Iron Mountain Trail Run
- August 8th – Town Manager Appreciation Cookout with Gavin and Chris at 115 Smith St.

➤ *For information on upcoming events, go to our website visitdamascus.org. For citizen info go to damascus.org, and don't forget our social media presence on **Facebook** and **Instagram**!*

- Ms. Coleman made a motion to Recess into Closed Session for Discussion and Consideration of Public Works Personnel Matters, per VA Code Section 2.2-3711 (A) (1); and, Discussion and Consideration of Possible Litigation on Property Matters, per VA Code Section 2.2-3711 (A) (7). Mr. Kemmerlin 2nd the motion, which passed (6-0).
- Mr. Fields 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
 - Charles Fields – Yea
 - Tom Hayes - Yea
 - Beaty Jackson– Yea
 - Robert Kemmerlin - Yea
 - Jack McCrady - Yea
- Mr. McCrady made a motion to increase Eduardo Arias' hourly pay rate to \$19.90, effective immediately, and retroactive back to July 1, 2024. Mr. Kemmerlin 2nd the motion, which passed (6-0).
- Mr. McCrady made a motion to adjourn, 2nd by Mr. Jackson. The motion passed (6-0).