

TOWN OF BOYKINS - RECORD OF TOWN COUNCIL MEETING

July 13, 2021

Present:

Jackie Robertson, Mayor
Freddy Felts
Linda Beatty
Chet Poland
Jerry Rice

Sergeant Brozzo
Victoria Edwards

Absent: Hank Fuller

Mayor Jackie Robertson called the meeting to order at 7:00 pm; at the Town Office located at 18206 Virginia Avenue. Linda Beatty opened the meeting with a prayer. Sergeant Brozzo led in the Pledge of Allegiance to the American Flag. Mayor Robertson asked that everyone review the minutes. **Chet motioned to accept the minutes as presented; seconded by Jerry and motion carried.**

REPORTS

Treasurer's Report

Victoria gave the financial report (copy attached).. She noted that the current General Fund balance included the first payment of Coronavirus State and Local Fiscal Recovery Funds in the amount of \$95,187.38. Financial report will be filed for review.

Sgt. Brozzo gave the police report (copy attached).

Police Report

Sgt. Brozzo shared that he received three written bids; two were for \$1000 and one was for \$1100. **Jerry made a motion to accept the \$1100 bid for the Impala; seconded by Chet and motion carried.**

Jerry reported that there was nothing new to report but there was plenty to do and not enough help to do it with.

Public Works Report

Jackie shared that we have one application to review during closed session. Freddy suggested asking Justin Overby to assist.

None.

Citizen's to Speak

UNFINISHED

BUSINESS

Insurance Matters

Jackie gave an update on the progress of the shop. We received the first invoice of \$65,187 for materials. Once the plumbing is down, concrete will be poured.

Parks & Rec

Victoria gave a report of the Touch-a-Truck event at Raymond Parker Recreational Park. Hot dogs, drinks, water, freeze pops, popcorn/chips will be provided free of charge. The event is from 1pm -4pm and free to the public. It has been advertised on the radio and social media. Mark Pierce with the BVFD has assisted in helping map the event out. She has received one donation of \$100 to help cover the cost of bounce houses. Food and drinks have been donated.

Jackie shared a request from David Cox to host an evangelical lecture on Friday nights at the park. Council denied the request for the time being.

Beaton Avenue Lot

Mr. Cass Camp shared the information his office found on the Beaton Avenue Lot. He confirmed the town owns the lot as described on the deed. Both lots were one piece at one time. Sharpe sold the lot to Funkhouser with a save and except clause that was not supposed to be sold. The town acquired the lot as a gift included in several other lots across Beaton Avenue. However, it was not described in that deed of gift though the parcel number was included. Later the Town purchased the lot for \$7,000 making it a clean deed for the lot in question. Unfortunately, Mr. Persons' deed is not a clean deed and needs to be corrected as it does not include the save and except portion leading him and the previous owner, Gary Baugham, to believe they owned both lots.

Mr. Camp gave a copy of his findings with notes explaining the progression of events that lead to the incorrect deeds that passed through different owners causing the current confusion of ownership.

Collections

Victoria shared the collections information she has researched. She has recovered over 32% of the delinquent taxes she has set as the goal (carried over in the budget) following her own collection process. She asked that Council adopt a policy to provide direction and consistency. She shared the policy that she presented to Council in April with a note that she would like to add more details now that she has more knowledge of the workload for the office and more familiar with Virginia Code regarding collections efforts.

Freddy made a motion to give Victoria permission to work on a collection policy; seconded by Jerry and motion carried.

NEW BUSINESS

**Police Department
Repairs**

Raymond Bunn received a quote of \$3100 to complete repairs to the Police Department. Mr. Bunn will cover \$1600 if the town covers the rest. **Jerry made a motion that we accept Raymond Bunn pay \$1600 and the town would pay 1500 for repairs to the police department with the \$1000 in the budget allotted to Police Department repairs and \$500 from Captain Bob's donations; seconded by Chet and motion carried.**

Commissions

Jackie gave the updated commissions list to Council. Victoria has already sent a letter to the clerk of court concerning the appointment of the members of the zoning appeals board.

**American Rescue
Plan Act (ARPA)**

Victoria shared that the town received the first payment of Coronavirus State & Local Fiscal Recovery Funds in the amount of \$95,187.38 June 30th. These funds are part of the American Rescue Plan Act (ARPA). She asked permission to move the funds to a separate account. **Linda made a motion that we move the funds to a Primis account with the highest interest rate possible; Freddy seconded, and motion carried.**

American Rescue Plan Act (ARPA)

Victoria summarized the ARPA funds and how it can be used. The main purpose of the funds is to mitigate Covid-19 and offset revenue loss due to Covid-19. Since Victoria has never managed federal funds and we can use the funds to cover administrative costs, she recommends hiring someone to help manage the funds or act as a consultant for managing the funds and whatever the reporting requirements will be in the upcoming months. She encouraged Council to go to the treasury website to review the information or visit the resources VML has provided on their website.

Election Ordinance

Jackie informed Council that we must change or adopt an ordinance to reflect the legislation that passed changing local elections from May to November. Victoria has forwarded the request upon receipt on June 29th to Jeff Gore. He will draft an ordinance for us when he returns to his office.

Dog/Kennel Ordinance

George informed Council that the only ordinance the town has that may apply to the kennel inquiry Damien received is a zoning code that specifically states that a veterinarian clinic can keep kennels, but nothing that prevents others from having a kennel within town limits. Linda stated that Damien took this to mean that it is allowed if there is no code that prevents residents from having kennels or limits the number of dogs a resident can have. Victoria shared ordinances from surrounding areas that limits the number of dogs a resident may have in town limits. George can reference state code if the kennels do not allow a certain amount of space per dog.

Victoria was instructed to present a proposed ordinance to limit the number of dogs a resident may have at the next meeting.

Occupancy Tax

Victoria settled the Occupancy Tax agenda item before the meeting. In its place, she informed the Council the troubles she was having for completing the Tax Exemption survey. The survey goes back to 2011, and she has been unable to find any exemption records in the town office or in the Town Code book. She became aware of the fire fighter decal tax exemption when Hank brought it to her attention in April. Linda gave Victoria a summary of what the town and county does and offered assistance to Victoria with the Tax Exemption survey.

Fleet Fuel Vendor Change

Jackie informed the Council that Parker Oil Company no longer provides diesel and that we have been using Marathon for our diesel needs. We can open a fleet card contract with Marathon, called WEX. These fuel cards are accepted at a variety of locations to track fuel expenses and receive tax exemptions. (A copy of the information packet included.)

The fire department has offered the use of their new above ground tank, as well. Pros and cons of using both options were discussed. It was consensus to use Marathon (WEX Inc) and that we could use the fire department as a backup source.

EXECUTIVE

Linda moved that the Boykins Town Council convene in closed session to discuss the following as permitted by VA Code 2.2-3711(A)(1), involving personnel, seconded by Chet; motion carried.

Closed session was held.

Linda moved that the Council certify that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed under the provisions of the Virginia Freedom of information Act cited in that motion, seconded by Jackie and was affirmed by each member: Freddy – yes, Jackie-yes, Linda-yes, Jerry-yes, Chet-yes.

Freddy made a motion to offer Wayne Whitfield a position at \$10/hr and raise David Saxon’s pay to \$10.50/hr for up to 24 hours a week if Wayne accepts; seconded by Jerry and motion carried.

Pay Bills

Jerry made a motion to pay bills; seconded by Chet and motion carried.

Adjournment

Jerry moved that the meeting be adjourned; seconded by Chet and passed by vote of Council.

_____ **Date:** _____
Mayor/Vice Mayor (SEAL)

_____ **Date:** _____
Town Clerk