

TOWN OF RICHLANDS
REGULAR MONTHLY MEETING

The Richlands Town Council held a “Regular Monthly Meeting” on Tuesday, January 14, 2025, at 6:00 pm in the Richlands Council Chambers with the following present:

Mayor: Rod. D. Cury
Town Manager: Absent
Project Manager: Susan Whitt
Town Clerk: Amanda Beheler
Town Attorney: Michael Thomas
Finance Manager: Ronnie Campbell
Council Members: Seth White, Gary Jackson, Rick Wood, Jordan Bales, Jan White, and Laura Mollo.

The Town Meeting was called to order at 6:00pm and opened with the Invocation and the Pledge of Allegiance led by Rod Cury.

IN RE: Additions, Deletions, or Corrections to the Agenda

- Mayor Cury requested to move the Executive Session to after Additions, Deletions, or Corrections to the Agenda.
- Mayor Cury requested to add Selection of Vice Mayor.
- Mayor Cury requested to add O-2024-12-01 and O-2024-12-02.

Upon a motion by Laura Mollo seconded by Jan White and the unanimous roll call vote of all members present, the Council voted to approve the agenda as amended.

IN RE: Executive Session

Mayor Cury advised the Council would be going into Executive Session pursuant to:

- VA Code Section 2.2-3711 (A)(8) Consultation with Attorney
- VA Code Section 2.2-3711 (A)(1) Personnel

Upon a motion by Gary Jackson seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to go into Executive Session.

Upon a motion by Jan White, seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to return to Open Session.

Upon a motion by Gary Jackson, seconded by Rick Wood and the unanimous roll call vote of all members present, the Council certified that only VA Code Section 2.2-3711 (A)(1) and VA Code Section 2.2-3711(A)(8) was discussed during the Executive Session.

Mayor Cury declared a ten-minute recess.

IN RE: Appointment of Interim Town Manager

Upon a motion by Seth White seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to approve Finance Director Ronnie Campbell as Interim Town Manager.

IN RE: Adoption of Roberts Rules of Order

Upon a motion by Rick Wood seconded by Jordan Bales and the unanimous roll call vote of all members present, the Council voted to adopt Roberts Rules of Order.

IN RE: Appointment of Vice Mayor

Upon a motion by Laura Mollo seconded by Gary Jackson and the unanimous roll call vote of all members present, the Council voted to appoint Jan White as Vice Mayor.

IN RE: Appointment of Town Attorney R-2025-01-02

Mayor Cury read R-2025-01-02

Upon a motion by Laura Mollo seconded by Jan White and the unanimous roll call vote of all members present, the Council voted to appoint Mike Thomas as Town Attorney.

IN RE: Appointment of Town Clerk

Mayor Cury read R-2025-01-01.

Upon a motion by Laura Mollo seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to appoint Amanda Beheler as Town Clerk.

IN RE: Authorization to Pay Bills (December)

Mayor Cury asked the Council if there were any questions regarding the Check Register. There was none.

Upon a motion by Rick Wood seconded by Gary Jackson and the unanimous roll call vote of all members present, the Council voted to approve paying the bills for December.

IN RE: Minutes

Upon a motion by Rick Wood seconded by Laura Mollo and the roll call vote of all members present, with Gary Jackson abstaining, the Council voted to approve December 10, 2024-Regular Scheduled Meeting Minutes.

IN RE: Planning Commission Recommendations on Special Use Permits

Mr. Jackson advised the Planning Commission was in agreeance to move forward with Ordinance changes for O-2024-12-01 and O-2024-12-02.

Mr. Thomas advised he will need to update those Ordinance numbers at Councils desire. The Council agreed to move forward with the First Readings of both during this meeting. Mr. Thomas advised that it is fine, he will update the numbers.

Mr. Thomas read Ordinance O-2024-12-01 (First Reading).

Mayor Cury read Ordinance O-2024-12-02 (First Reading).

Upon a motion by Gary Jackson seconded by Jordan Bales and the unanimous roll call vote of all members present, the Council voted to award the Conditional Use Permit for 2633 Front Street.

IN RE: Scheduled Public Comments

There were no Scheduled Public Comments.

IN RE: Unscheduled Public Comments

There were no Unscheduled Public Comments.

IN RE: NCC Contract- EMS Collections

Mr. Campbell advised this was passed in December.

IN RE: McGill- Task Order No. 1 for WWTP

Mr. Campbell advised the Council that Mr. May had not signed this.
The consensus of the Council was for Mr. Campbell to sign this.

IN RE: Financial Investment Policies

The Council briefly discussed making changes to the Financial Policies.

The consensus of the Council was to take the time to review and consider the proposed changes to the Financial Policies.

IN RE: CAT Loader Lease R-2025-01-03

Mr. Mollo read the Resolution R-2025-01-03

Upon a motion by Rick Wood seconded by Seth White and the roll call vote of all members present, with Gary Jackson voting no, the Council voted 5-1 to approve R-2025-01-03.

IN RE: Monthly Financial Report

Mr. Campbell gave a brief overview of the Monthly Financial Report for November as follows:

- General Fund- Year to Date Net Income Loss is -\$1,584,689. The drivers for this loss are Budget Amendments and mostly timing.
- Water- Year to Date Net Income Variance \$40,111. The driver for this loss is timing.
- Sewer- Year to Date Net Income Variance \$162,688. The driver for this is timing.
- Water and Sewer Line Maintenance Year to Date Net Income Loss -\$227,433. The driver for this loss is timing.
- Electric Year to Date Net Income Loss- \$6,361,595. The driver for this loss is timing.
- General Fund- Reserved Cash Balance- \$2,709,557.
- General Fund- Unreserved Cash Balance-\$1,438,921.
- Water Department Reserved Cash Balance- \$1,073,497.
- Water Department Unreserved Cash Balance- \$850,525.
- Sewer Department Reserved Cash Balance- \$491,230.
- Sewer Department Unreserved Cash Balance- (\$418,988)
- Electric Department Reserved Cash Balance- \$1,792,313
- Electric Department Unreserved Cash Balance- (\$1,243,584)

Mr. Campbell provided the Council with a handout showing the Bank Statement Balances.

IN RE: Budget Amendments

Mr. Campbell advised there were three Budget Amendments.

1. The purpose of this amendment is to appropriate funds to the Police Department Equipment and Training Expense Account and the Fund Balance Allocation Revenue Account (unrestricted funds) in the amount of \$20,000.00 for cameras and additional training. The TACS additional revenue from collections efforts will be used to offset these costs.
2. The purpose of this amendment is to increase police grant- other revenues from the Justice Assistance Grant (JAG) in the amount of \$13,634 to offset the purchase of radios.

Upon a motion by Laura Mollo, seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to approve this Budget Amendment.

Upon a motion by Laura Mollo, seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to approve this Budget Amendment.

3. The purpose of this amendment is to increase real estate tax revenues from the taxing Authority Consulting Services, PC (TACs) collection efforts of delinquent accounts in the amount of \$20,000.00

Upon a motion by Laura Mollo, seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to approve this Budget Amendment.

IN RE: **Attorney Report**

Mr. Thomas gave a brief update on the proposed changes to the Charter. Mr. Thomas advised it is Senate Bill 873, and the reading was dispensed today by a 37-0 vote, so that is a good sign that it will go through.

Mr. Thomas advised that the new Council needs to go through FOIA (Freedom of Information Act) training, and the certificates need to be forwarded to the Clerk and kept for five years.

IN RE: **Town Manager Report**

There was no Town Manager Report given.

IN RE: **Council Member Reports**

Laura Mollo-

- Thanked Finance Director Ronnie Campbell for stepping up and accepting the Interim Town Manager position.
- Stated that Richlands was a resilient Town and will continue to move forward.

Jan White-

- Thanked Mr. Campbell for stepping up as Interim Town Manager.

Jordan Bales-

- Inquired if there was enforceable rules at the Town Hall if citizens are using foul language with employees. Mr. Campbell advised that after several incidents occurred those rules were posted in Town Hall and will be enforced.
- Basketball has kicked off at the REC park and going great.
- Little League sign-ups are currently going on.
- Advised they are working on things to reform the REC Committee, more to come next month.

Rick Wood-

- Advised the Town received the new Loader two weeks ago.

Gary Jackson-

- Advised he received a request for the Town to check the ally on Fairfax for ice. Mr. Campbell advised he would have the Street Department to check on this.

Seth White-

- Stated the Town just experienced a record storm and during that time the Town had a lot of equipment breakdowns. Mr. White requested that Mr. Campbell put out an RFP for snow removal. Would like a per hour bid with driver, with the Town supplying the salt. This would be for an as needed emergency basis.

Upon a motion by Seth White, seconded by Laura Mollo and the unanimous roll call vote of all members present, the Council voted to allow Mr. Campbell to put out an RFP for snow removal services.

- Thanked Mr. Campbell for stepping up as Interim Town Manager.

IN RE: **Mayor Comments**

- Thanked Mr. Campbell and the Staff for the constant work.

- Stated Richlands is a resilient Town.
- Thanked everyone for their hard work during the snowstorm.
- Grateful to everyone who has helped him during these times.

Mayor Cury advised the Town will temporarily hold a second meeting on the fourth Monday of each month until a permanent Town Manager is hired.

IN RE: **Adjournment**

Upon a motion by Rick Wood seconded by Jan White and the unanimous roll call vote of all members present, the meeting was adjourned.


Rodney D. Cury, Mayor


Amanda Beheler, Town Clerk