Keysville Town Council Meeting Minutes

The Town Council meeting was called to order at 7:00 p.m. on Monday, June 9, 2025, at the Keysville Town Office. The following Town Council members were present:

Council Members present:	Mayor Robert Schaefer Vice Mayor Anthony Ferranto Mrs. Wendy Gallion Mr. Danny Cooper Mr. Tom Fisher
Council Members absent:	Mrs. Rhonda Benn Mr. Scotty Jackson
Town staff present:	Ms. Sherry Marker, Town Clerk
Guests present:	Lynn Duffey, Fire Chief (KVFD) Eric Traywick

Mayor Schaefer called the meeting to order. Council Member Gallion offered the invocation.

Public Comments:
No public comments.

Minutes:
Motion to approve May 12, 2025 minutes was made by Vice Mayor Ferranto and seconded by Council Member Cooper. Motion was carried unanimously.

Motion to approve May 12, 2025 Public Hearing minutes was made by Council Member Gallion and seconded by Council Member Fisher. Motion was carried unanimously.

Financials:
Motion was made by Vice Mayor Ferranto and seconded by Council Member Gallion to approve the May 2025 financials and pay the bills. Motion was carried unanimously.

Committees:

Street and Library: – Nothing to report.

Water: – Nothing to report.

Wastewater: - Nothing to report.

Old Business:
Nothing to report.

New Business:

Habitat for Humanity

Vice Mayor Ferranto reported that water meters had been installed on Ashley Way and were subsequently tested. During the testing process, it was discovered that the plumber failed to properly tighten the clamps. As a result, when the water was turned on, approximately 18,000 gallons of water discharged onto the ground rather than entering the sewer system. He requested that the Council consider exempting the associated sewer fees, as the discharged water did not flow into the sanitary sewer.

Motion was made by Council Member Gallion and seconded by Council Member Cooper to exempt the sewer fees for this incident. The motion carried unanimously. Vice Mayor Ferranto abstained from voting due to his employment with Southside Homes.

Vice Mayor Ferranto informed the Council that the process for tenants to move into their homes would typically take between 60 to 90 days while the real estate closings were being finalized. He requested that Southside Homes be allowed to be billed monthly for water services during this period without being required to pay the standard $100.00 water deposit per home. He further asked that the $100.00 water deposit fee instead be collected when the tenant assumes responsibility for the account in their name.

Motion was made by Council Member Gallion and seconded by Council Member Fisher to exempt the sewer fees for this incident. The motion carried unanimously. Vice Mayor Ferranto abstained from voting due to his employment with Southside Homes.

Mayor's Report:

- **Wood Chips Donation**: Pallet One of Chase City donated wood chips. Southern Hills Lawn Care will lay them down for $1,200.00.
- **Water Tower Maintenance**: The sediment removal and the tank cleaning at Genesis water tower have been completed. Southern Corrosion is scheduled for June 25th to drain and clean out the Heartland Industrial Park tower.
- **Town Manager Position**: The vacancy has been posted on the town website and will also be shared with VML, VRSA, and VTC. Mayor Schaefer is meeting with an interested candidate tomorrow.
- **Library – Fire Alarm:** The fire alarm at the library is in the process of being replaced.
- **Paving Repairs:** Repairs on Tower Alley, Hill Avenue and Railroad Ave/Farrar St. are scheduled for the last week of June.

- **Street Maintenance**: Council Member Cooper requested that millings from recent paving repairs be used to fill a large pothole on Kearney Lane.
- **Community Event**: The recent car show was successful.
- **Town Facebook Page**: Setup is delayed due to higher-priority projects.
- **Wastewater Plant Generator**: Pre-approval has been received for a grant for a generator at the wastewater plant, estimated at approximately $250,000.
- **Event Equipment**: Walkie-talkies were purchased for use at town events.
- **Loan Payment**: A $7,160.00 payment was made on a VRA loan using cigarette stamp revenue.
- **Property Tax Public Hearing**: Although the town's real estate tax rate is not increasing, updated county assessment values result in an effective tax increase under Virginia law. As required, the town must advertise and hold a public hearing regarding the proposed real property tax increase.
- **Creedle, Jones & Associates Audit**: The audit for the period of July 1, 2023, to June 30, 2024, has been completed. Mayor Schaefer will contact VRA to determine the necessary steps, as the town is currently out of compliance with loan requirements regarding expenses versus income.
- **Insurance Policy**: The town's insurance premium increased by $1,466.00 in the new VRSA policy.
- **Legal Update**: A judgment letter has been received for the Cruis-In Café matter.
- **Fire Hydrant Status**: Council Member Fisher inquired about the fire hydrants. Mayor Schaefer stated he is awaiting a list from the fire department, requested several months ago. Once received, Maintenance Supervisor Robbie Overstreet will coordinate with Chief Duffey, who will serve as the department's point of contact. Council Member Cooper emphasized that any inoperable hydrants must be bagged to indicate they are non-functional.

Motion was made by Council Member Fisher and second by Vice Mayor Ferranto to adjourn the meeting. Motion was carried unanimously. The meeting was adjourned at 7:44 p.m.

Sherry L. Marker, Clerk/Treasurer

Robert J. Schaefer, Mayor