REGULAR MEETING OF THE KEYSVILLE TOWN COUNCIL HELD ON JULY 13, 2026

The regular meeting of the Keysville Town Council was held on Monday, July 13, 2026, at 7:00 p.m. at the Keysville Town Office. Present were Mayor Robert J. Schaefer, presiding, and Vice Mayor Anthony Ferranto and Council Members Wendy Gallion, Rhonda Benn, Scotty Jackson, and Tom Fisher. Council Member Rachael Clark was absent. Staff present included Stephanie Clay, Town Manager, and Sherry Marker, Town Clerk, and no guests were in attendance.

Mayor Schaefer called the meeting to order and welcomed all in attendance.

Council Member Gallion offered the invocation.

Public Comments:
No Public comments.

Minutes
Motion to approve the June 8, 2026, minutes and the Public Hearing minutes was made by Council Member Jackson and seconded by Council Member Fisher. Motion was carried unanimously.

Financials
Motion was made by Vice Mayor Ferranto and seconded by Council Member Jackson to approve the June 2026 financials and pay the bills. Motion was carried unanimously.

Committee Reports
Streets and Library Committee
Street Sweeper and Street Maintenance
Council Member Benn inquired about the status of the street sweeper and the cleaning of the streets. Mayor Schaefer stated that he would obtain a quote from Sam Church regarding the cost of repairing the street sweeper. Council Member Benn also expressed concern regarding grass growing in the roadway grates along Route 40 entering town from Charlotte Court House, as well as in other areas throughout town, a concern also shared by other Council Members.

Water Committee
Nothing to report.

Wastewater Committee
Nothing to report.

Old Business

Utility Rate Increase

A motion was made by Council Member Gallion and seconded by Council Member Fisher to increase the Water and Sewer rates by 45%. Motion was carried unanimously.

Certificate of Deposit Maturities and Investment Option

Vice Mayor Ferranto inquired about the certificates of deposit (CDs) that would be maturing in August. Mayor Schaefer stated that several of the Bank of Charlotte County CDs would be maturing and that he would like to obtain additional information regarding the Virginia Investment Pool.

Certificate of Deposit Reinvestment

Motion was made by Council Member Fisher and seconded by Council Member Gallion to reinvest the CD's for a greater amount of investment with FDIC-insured. Motion was carried unanimously.

Discretionary Expenditure Approval Process

Motion was made by Vice Mayor Ferranto and seconded by Council Member Benn to approve a process requiring the concurrence of both the Town Manager and the Mayor for any discretionary expenditure of Town funds in the amount of $2,000.00. The motion carried unanimously.

New Business

Future Water and Sewer Rate Adjustments

Motion was made by Vice Mayor Ferranto and seconded by Council Member Jackson to adjust future water and sewer rates, with future rate adjustments tied to the Consumer Price Index (CPI) of the U.S. Bureau of Labor Statistics. Motion was carried unanimously.

Mayor's Report

Digital Sign Installation Cost Sharing

Mayor Schaefer stated that the Keysville Volunteer Fire Department (KVFD) would be paying half of the cost of the digital sign and the installation charge.

Dilapidated Properties Discussion

Mayor Schaefer reported that he had spoken with the Town Attorney, David Watkins, regarding the dilapidated properties.

Old Charlotte Hotel and Tailwagger's Auction

Mayor Schaefer informed the Council that the auction for the old Charlotte Hotel and Tailwagger's was scheduled for July 23, 2026, and stated that he felt the Town should consider submitting a bid.

Authorization to Pursue Property Purchase
Motion was made by Council Member Jackson and seconded by Council Member Benn to pursue the purchase of the old hotel and Tailwaggers properties at the discretion of Mayor Schaefer and Mrs. Clay up to a total bid price of $300,000. Motion was carried.

Vice Mayor Ferranto – Nay	Wendy Gallion - Yay
Scotty Jackson – Yay	Rhonda Benn - Yay
Tom Fisher – Yay	Rachael Clark - Absent

Town Manager Report

Railroad Avenue Building Maintenance Concern
Mrs. Clay stated that John Hess would be contacting Veasey Wilson regarding his building on Railroad Avenue and the bricks that are falling onto the roof of the Barber Shop next door.

Library Pest Control and Foundation Repair Update
Mrs. Clay provided an update on the pest control and foundation repairs needed at the library. A handout was provided listing the contractors contacted, along with the amounts of their submitted bids.

Approval of Library Pest Treatment
Motion was made by Vice Mayor Ferranto and seconded by Council Member Fisher to approve Bug Busters to complete only the pest treatment at this time. Motion was carried unanimously.

Library Repair Meeting Discussion
Mrs. Clay stated that Mayor Schaefer and she would be meeting with representatives from the library and County Administrator Landon Greene regarding the repairs needed. Council Member Benn was also asked if she would like to attend the meeting.

Approval of Town Office Flooring Repairs
Motion was made by Council Member Benn and seconded by Council Member Fisher to accept Roland Trammell's quote to remove the carpet and install LVP flooring at the front entry door in the town office, specifying that the flooring be glued down, with a budget of $1,250.00. Motion was carried unanimously.

Tax Collection Process Discussion
Mrs. Clay informed the Council that while she worked for the Town of Drakes Branch, they had a tax collector, James Elliott, who collected personal property and real estate taxes at no charge.

Collection of Outstanding Taxes
Motion was made by Council Member Benn and seconded by Council Member Jackson to pursue collection of two years plus taxes. Motion was carried unanimously.

Other Items of Interest from the Town Manager:

- Attended the Funding Opportunity Meeting in South Hill on June 30th. VDH representatives encouraged the Town to resubmit the grant application to bring the wells back online.
- Completed the office internet upgrade and transitioned the office phone system to VOIP service, providing three phone lines and resulting in savings of over $70 per month.
- Spoke with David Watkins regarding updated Cruis-In amounts. Mr. Watkins will proceed with obtaining a court date for a new judgment.
- Will attend a virtual BOOMS introduction meeting on July 20th.
- Will meet with CRC on July 21st for an introduction to a new Keysville business owner.
- Will begin the interview process for the Hybrid position with Angie and Robbie.
- The Comprehensive Plan community survey is ready for distribution, with an online option available for residents.

Adjournment

Motion was made by Council Member Jackson and seconded by Council Member Fisher to adjourn the meeting. The meeting was adjourned at 8:38 p.m.

Sherry L. Marker, Clerk/Treasurer

Robert J. Schaefer, Mayor