

**Town of Burkeville**  
**Council Meeting Agenda**  
**November 18, 2025**  
**7:00 p.m., Train Station**



**Call to Order**

**Pledge of Allegiance**

**Prayer**

**Welcome of Visitors**

**Approval of:**

- Agenda for November 18, 2025 Council Meeting
- Approval of the minutes of October 14, 2025 Council Meeting
- Approval of the minutes of November 12, 2025 Public Hearing
- General Funds Account Statement
- Funds Available Statement
- Accounts Payable for October 2025

**Guest Speakers:**

**Fire Report:** Included in packet

**Police Report:** Included in packet

**Committee Reports:**

- Emergency Services (Knight- Dr. Wolven)
- Water & Sewer (B. Weltch- Simmons)
- Buildings (Oliver- Jones)
- Personnel (Dr. Wolven- Oliver)
- Parks & Grounds (D. Weltch- Knight)
- Finance & Purchasing (Simmons-B. Weltch)
- Planning Committee (Simmons- Dr. Wolven)
- Cemetery (D. Weltch-Oliver)
- Streets & Town Signage (Jones-D. Weltch)
- Zoning Committee (Knight- Simmons)
- Treasurer Report (Treasurer-Jamie Osborne)

**New Business:**

- Fire Department Proposal
- Boundary Adjustment

**UPDATE:**

- Fall clean-up was completed November 13, 2025. All yard trimmings that were placed out, were picked up.
- Animal Shelter
  - Water line has been completed, and is projected to be attached to the building prior to 11/18/25

**Old Business:**

- **Dump Truck**
  - **New Dump Truck was purchased.**
    - Total Expenses:
      - \$5,000 for purchase
      - \$5 for transfer of title
      - \$440.99 for Fuel filters, wiper blades, batteries, fuel treatment, antifreeze.
      - Total cost to date: \$5,445.99
      - Tires were not included in this cost.
  - **Disposition of old dump truck**
- **Municipal Building**
  - **Surplus**
- **Cigarette Tax Ordinance**

**Citizens Comments:** TBD

**Councilmembers Comments:**

**Economic Development Committee Representative Comments:**

**Mayor Comments:**


**\*\*\*SCHEUDLED CLOSED MEETING\*\*\***

**Reference to personnel**

Reference to 2.2-1711. Effective July 1, 2024. Closed meetings are authorized for certain limited purposes. Public bodies may hold closed meetings only for the following purposes: Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific officers, appointees, or employees of any public body.

**Motion to Adjourn:**

Minutes taken by:



Jamie Osborne

Town Clerk/Treasurer

Approved by council on: 11/18/2025

**Town of Burkeville**  
**Council Meeting Minutes**  
**Tuesday October 14, 2025**  
**7:00 p.m., Train Station**



Present: Gerald Smith, Brian Weltch, Joshua Knight, Ann Wolven, Jamie Osborne, Lee Simmons, Ivory Oliver, Kevin Jones, Debbie Weltch

**Call to Order: 7:00 p.m.**

**Pledge of Allegiance- Lead by Mayor Smith**

**Prayer- Lead by Reverend Rather**

**Welcome of Visitors**

**Establish decorum:** Mayor Smith requests that all citizens who wish to speak would sign in on the roster, and limits speaking to 5 minutes per citizen.

**Approval of:**

- Agenda for October 14, 2025, Council Meeting
  - Motion made by Councilwoman Debbie Weltch Seconded by Councilwoman Ann Wolven. Unanimous approval, no opposition. Motion carried.
- Approval of the minutes of September 16, 2025, Council Meeting
  - Motion made by Councilwoman Ivory Oliver. Seconded by Councilman Brian Weltch. Unanimous approval, no opposition. Motion carried.
- Approval of the General Fund Account Statement for October 2025
  - Motion made by Councilman Joshua Knight, seconded by Councilwoman Debbie Weltch. Unanimous approval, no opposition. Motion carried.
- Funds Available Statement for October 2025
  - Motion made by Councilman Joshua Knight, seconded by Councilwoman Ann Wolven. Unanimous approval, no opposition. Motion carried.
- Accounts Payable for October 2025
  - Motion made by Councilwoman Debbie Weltch, seconded by Councilman Joshua Knight. Unanimous approval, no opposition. Motion carries.

**Guest Speakers:**

- **Mike Gentry**
  - North Agnew Waterline Extension (Animal Shelter)
    - Approximately 60 feet of pipe remain to be placed on the water line, most major materials have already been purchased to complete the water line project.
    - Other than the asphalt, there are no additional major purchases remaining, just miscellaneous purchases.
    - VDOT permit for road closure will be submitted on October 15, 2025 and will have the permit back in a few days to allow for road closure on S. Agnew Street for putting waterline under the roadway.
    - Have been attempting to get a price on the pavement since July, but have not gotten a final number yet. Phone conversation quote was approximately \$22,000.
    - Have been working with Nottoway County and the CARES group about the sewer line for the animal shelter. Nottoway county is going to run a 6-inch line from the building,

12-27-2011  
12-27-2011

- bypassing the original unused line, that will tie into the town's main line at the sewer pump station.
  - They are not going to use the designated right of way, so that will still be there for future use if it needs to be used.
  - The town will either need to do a 6-inch cap on the line or set up a "dog house manhole"
  - The county is preparing to purchase the pipe, and they will have a contractor. Engineer states that their plan will work fine for what they want to do.
  - A hair trap is already installed, to catch any solids or hair. Had discussions with CARES group about putting a grinder pump in, but that was going to cost as much as putting in the manholes, so that wasn't approved.
- Recommends installing a manhole in the area of the North Agnew Waterline Extension because the current station lacks a manhole that was in the original sewer line plans.
  - All other pump stations have a man hole, but this pump station never had one installed. There is a manhole showing on the original plans for this sewer pump, but it was never installed.
  - If a manhole is not installed, if maintenance or issue with the pump, it will cost more to fix it because a pump will have to be rented and placed in the pump station to bypass the pump station, which averages about \$5,000 per week.
  - Manholes have to be custom made, so it can take a few weeks to come back.
  - If installed now, the line that is going to be installed for the animal shelter will be able to run right into that, as well as if there is to be something additional placed at a later time, everything will already be in place.
  - Estimates \$8,000-\$10,000 just for the manhole. It is not difficult to place.
  - An alternative option would be to run into the saddle on the line.
- Councilwoman Ann Weltch asked for clarification on if the county were to run their own line there would not necessarily be a sewer line that we would be able to have future businesses use. Mike states that likely the only other property that would be able to use that line would be the property where the animal shelter was originally planned to be located.
- 811
  - Have been talking about becoming a member of 811, which is how the town would be notified if someone is coming into town and will be digging.
  - State came in on 10/3/25 to place a culvert pipe across the road at the end of Mclean St. He was notified by a Public Works employee and, so he went to see what was going on. When he got there, they had already gotten equipment unloaded and started digging, and ended up hitting and damaging one of the water lines. They did not break the line, but the line did need to be fixed. The state did call 811, but because the town is not a member of 811, the state got the clearance to dig.
  - Have been other occurrences similar to this event in the past.
  - Had previously been waiting to get the GPS mapping done, but he and Greg Wolven got that mostly done last year, and it is enough to send 811 so they would know where our lines are.
  - Recommends that the town works toward getting established with 811 so that companies are notified of where waterlines are, and eliminate potential breaks.
  - There is a cost, but he is unsure of the amount.
  - Has all of the paperwork, but has not submitted yet.
    - Greg Wolven reports that they have all of the documents already, and that they would be able to get them submitted.
  - The mapping that will be given to 811 is beneficial in showing locations, but it does not show how deep the lines are.
- Has been using his personal locator, but it broke recently. Recommending the town getting its own locator, so that the public works employees will know how to use it.
  - Locators range from \$2,000 - \$12,000 to purchase, Kenbridge purchased one recently and he will get information on it.
- Dump Truck
  - The current dump truck is failing, and will have significant repair costs.

- Has taken it to the mechanic to get it checked, and replaced plugs and wires. It was noticed that the manifold was cracked. Unsure of the cost to fix it or even if it's worth fixing.
- Suggests purchasing a used 1993 International Dump truck from Kenbridge Building Supply for \$5,000.
  - Has a 14 ft flat dump bed with black plywood sides on it.
  - Approximately 220,000 miles
  - 2 owner truck
  - Was purchased in the early 90's by current owner
  - Has hydraulic breaks and only has a gross weight of 25,500, so will not need a CDL license to drive it.
  - The vehicle will need batteries, tires, and routine maintenance.
  - Viewed the truck last week, was able to get the truck started, the bed raised and lowered, but did not do a test drive.
  - Vehicle was only used for deliveries from the owner, and gravel.
  - Internet values between \$4,000 - \$17,000 for that type of truck. Cannot guarantee it is 100%, because anything that sits may have unknown issues.
- Councilman Brian Weltch asked what the total cost, combined, of all the projects that are needing to be done.
  - Mike states that he believes that the projects could be done for approximately \$12,000-\$15,000. He is unable to give an accurate estimate because he will not know until he gets started, since there is a force main right beside it and the manhole would have to be fit around it.
  - States that we are 3 months from having to have used all of the ARPA funds, and if there is any remaining funds from completing the water line projects, that any remaining funds may be allocated to complete those projects.
- Councilman Josh Knight states that it may cost \$15,000-\$20,000 now but if something were to happen, it could cost more next year.
- Mike Gentry states that by not adding a manhole now, that not only would there be the rental costs of the machines to bypass the sewer pump, but additionally the cost to fix/replace the pump station.
- There are no known additional water and sewer projects that are needing to be done within the next couple of months.
- Mayor Smith explains to the town citizens that ARPA funds are funds that were given to the town during COVID, that must be spent prior to the end of the year, otherwise the town will have to repay any unused funds. There was initially \$200,000 allocated to the water line for the animal shelter.

**Fire Report: Included in packet**

- **Chief Brian Weltch**
  - Calls are down a little bit this month.
  - Mutual aid calls are down by about 20 calls.
  - 78 calls were answered, 9 missed due to simultaneous calls.
  - Currently have 9 paid positions filled, 2 pending applications.
    - Paid hours: 1421.25 hours
    - Volunteer Hours: 995.75
  - Purchased a new pumper/tanker that is expected to be delivered January of 2030 for \$986,160. The original cost was \$1,155,868 if it was paid when delivered, but was able to get a cheaper cost by paying when ordering. This was covered 100% by the fire department's savings and no contribution from the Town of Burkeville. The Burkeville Volunteer Fire Department has been saving for about 20 years to purchase that pumper/tanker truck.

**Police Report: Included in packet**

- **Chief Herlong**

- The 2016 Ford Taurus had electrical problems, which had a total cost of about \$1,600 and has been fixed by OneSource, at no cost to the town.
- Sussex County donated a Black Ford Taurus to the Burkeville Police Department, and everything that is needed to get the vehicle ready to be put in service will be covered by Chief Herlong.
- Auxiliary Police Officer
  - Would like to propose for a certified volunteer police officer to join the department. He would serve approximately 15-20 hours per week. Will do a ride along with Chief Herlong and will meet the council prior to a final decision being made. Would like to have him start after January 1, 2026.
  - Spoke with the town attorney, who advised that the auxiliary officer would need to be treated just as a paid employee, but will not receive a check. Will be required to be placed on the insurances, similar to a volunteer firefighter.
  - Spoke with the DCJS coordinator, who does the audits, and he said that either the sheriff or a chief has to train the auxiliary officer.
  - Will need to write up a policy on an auxiliary officer.
  - The gentleman who is interested worked for New Kent as an officer, but got a job outside of law enforcement and still wants to keep his certifications. He does not want to stop vehicles, he wants to ride around and make sure that everything is safe in the town, mostly community policing. Already has his own uniform and weapon, will only need to be provided patches for the uniform. He is already certified as an officer, and will need to get qualified by the county and by Chief Herlong.
  - Mayor Smith would like to bring him in to be met by the Town Council and to introduce himself, and allow council to ask any questions they may have. With our small town, he wants to make sure the gentleman is right for our town.

#### **Committee Reports:**

- **Emergency Services (Knight- Dr. Wolven)**
  - No report
- **Water & Sewer (B. Weltch- Simmons)**
  - **Brian Weltch**
    - Does not have anything additional, but there are 3 motions that are needed from the information that was given from Mike Gentry.
    - **Sewer Pump # 2 Improvements/Manhole**
      - Councilman Brian Weltch makes a motion to lead the public works with a maximum budget of \$15,000 to complete the sewer pump #2 improvements, which will include the additional manhole placement, and the tap for the sewer line that is being placed for the animal shelter. Motion was seconded by Councilwoman Ann Wolven. Unanimous approval, no opposition. Motion carries.
    - **Purchase of Dump Truck**
      - Pending a test drive to ensure that the truck drives and performs as it is expected to and that everything works as advertised, with the caveat that there are to be 2 steer tires purchased instead of one, from a state contract vendor. Councilman Brian Weltch makes a motion to replace the broken down dump truck with the dump truck proposed by Mike Gentry for \$5,000, plus any necessary



maintenance required. Motion was seconded by Councilman Lee Simmons. Unanimous approval, no opposition. Motion carried.

- **811**
  - Councilman Brian Weltch asks Mike and Greg to get the 811 application requirements completed and report back on the costs next month. States that during his term as Mayor, there were 3 events that occurred. People hit things, and cause damage, and it costs the town thousands of dollars to repair. We have no ability to charge for the repairs since we did not have the proper paperwork in place to be notified.
- **Buildings (Oliver- Jones)**
  - **Councilwoman Ivory Oliver**
    - Asks for an update on the sale of the Municipal building.
      - There have been no updates.
    - Mayor Smith states that a decision needs to be made. If there is going to be something done, it needs to be done. The town does not have the funds to keep maintaining the building, and it has the ability to be put to use if it is surplus.
    - Councilman Brian Weltch states that he and Councilman Lee Simmons had talked about trying to help, however they both have been busy and have not been able to make any progress on it. He states that they can help give guidance but do not have the time to carry the project.
    - Councilman Lee Simmons states that with the committees they are on, and the obligations of those committees, he is busy. However, he is happy to help and give input.
  - Mayor Smith asks if there was any advice from the town attorney on the surplus.
    - Clerk/Treasurer Jamie Osborne informed that the only advice was to put the building up for auction and how to surplus it. In previous meetings, everyone who agreed to sell it seemed to be more for the RFP process since there would be more control of what the building would be used for.
  - Councilman Brian Weltch states that while Councilman Lee Simmons was not in favor of selling the building, he did have valid points on the RFP process versus auction. If we are going to sell the building, there needs to be stipulations so that it does not get sold and then sits unused.
    - Requests that someone go and take off the broken storm door.
- **Personnel (Dr. Wolven- Oliver)**
  - **Councilwoman Ann Wolven**
    - Has 3 official job descriptions done, out of the 5.
    - Asks Clerk/Treasurer Osborne to provide the pay history of each employee for the 24-25 and 25-26 fiscal year, since they are the ones who will be responsible for making any recommendations for salary increases, etc. to the council.
- **Parks & Grounds (D. Weltch- Knight)**
  - **Councilwoman Debbie Weltch**
    - Asks for an update on the lights for the park/pavilion.
      - Mayor Smith informs her that they have not been installed yet.
      - Councilwoman Debbie Weltch states that there will need to be something installed, most likely prior to the Christmas parade.
- **Finance & Purchasing (Simmons-B. Weltch)**
  - **Councilman Lee Simmons**
    - Met with Clerk/Treasurer Jamie Osborne again today prior to the council meeting to review the line items, where we are, revenues and expenses, etc.
    - Would like to have more input from the council on the budget, and have each committee give their input on lines that are specific to that budget.
    - Thinks that having Clerk/Treasurer Jamie Osborne join in on the meetings, to explain the line items and specific expenses, will bring more knowledge on how the money flows.

- This will help make us better stewards of the tax payers dollars, as it is hard for 2 committee members to scrutinize every time. If the items are split up, we will be able to do a better job.
  - With familiarity of how the money flows, it will help us budget for future projects, and hopefully to get the budget done faster than last year.
  - Feels December is a good time to start working on the budget since we will have 6 months of figures to use, and will be able to project a little better than last year. So instead of cramming before the public budget hearing, it will just be fine tuning and adjusting things that were not predicted.
- **Planning Committee (Simmons- Dr. Wolven)**
  - **Councilman Lee Simmons**
    - Has been working diligently with Councilwoman Ann Wolven on the comprehensive plan. The committee was unable to meet this past month, but has a meeting scheduled for next Tuesday.
    - Councilwoman Ann Wolven states that she has spoken with Ms. Tahra Daniels, a volunteer on the committee, who is looking forward to participating. There are 2 other citizens who are volunteering for the committee, Greg Wolven and Maegan Hailey. They would still welcome more input from community members.
- **Cemetery (D. Weltch-Oliver)**
  - **Councilwoman Debbie Weltch**
    - There have been people buried in the cemetery without the town being notified.
    - We need to make sure that the town is being notified, prior to burials. Would like to know what we need to do to ensure that the town is being notified.
    - Is trying to update the maps, but is not able to accurately keep the maps updated, if the town is not being notified.
    - Questions how purchased plots are being verified, prior to being used. Previously, the funeral home would call and let the town know that the area needed to be marked, and give the date of the funeral. That has not been happening.
    - The town needs to be notified, so that we are able to verify that the plot belongs to who is going to be buried there. We do not want to have someone buried and the family does not own that plot.
    - Councilman Lee Simmons asked if we required a permit for funeral homes, and was informed by Mayor Smith that we do not.
      - Clerk/Treasurer Jamie Osborne states that there are some towns that require permits, and that may be to help with controlling and tracking. Recommends a permit, not expensive potentially \$5-\$10 that would go into the cemetery fund.
        - Will send a letter to the funeral homes requesting that they let us know when/where someone will be buried.
    - Asked if Clerk/Treasurer Jamie Osborne has been properly shown how it works, and what to do if someone comes in to purchase a plot?
      - Clerk/Treasurer Jamie Osborne states that she has not been trained or shown what to do.
      - Mayor Smith asks Councilwoman Debbie Weltch to write a procedure/policy for handling cemetery transactions.
    - Councilman Brian Weltch reports that there are people within the town that are getting phone calls, and they are going out to help plot. This causes issues with record keeping, and accuracy of the maps and records.
  - **Streets & Town Signage (Jones-D. Weltch)**
    - **Councilman Kevin Jones**
      - There are sidewalks that are currently being worked on
        - Mayor Smith is donating money to the sidewalk repairs, there is a young man who is doing the work, utilizing Mayor Smith's equipment.
      - Donations for Christmas lights.



- Christmas lights are to be placed out after Thanksgiving, will need to contact Southside Electric to come out and help install the lights.
- **Zoning Committee (Knight- Simmons)**
  - No report
- **Treasurer Report (Treasurer-Jamie Osborne)**
  - Taxes should be mailed out by the end of this week by American Solutions for Business.
  - Tax Conversion through FMS has been completed.
  - Card payments have been down since Monday, there was an issue found where funds were not being deposited into our account, at this time it is unknown why other than some possible fraudulent activity.
  - PSN has agreed to give access to the clerk to make payments online, but the system will not be available for citizens to make payments until October 27.
  - Thanks council for providing the training opportunity at VCU last week, it was very informative.
  - In order to obtain Municipal Clerk Certification, will need to become a member of IIMC. It requires yearly membership dues of \$195 as well as obtaining hours to earn the certification. There is a minimum requirement of 2 years as a member to be eligible for the certification, as well as points that are required to be obtained through experience and taking classes.
    - Councilwoman Ann Wollen makes a motion for Town Clerk Jamie Osborne, to pursue her certification as a municipal clerk and for the town to pay for the annual membership of \$195. Motion was seconded by Councilman Brian Weltch. Unanimous approval, no opposition. Motion carries.

#### **New Business:**

- **Fall Clean Up**
  - Requests that all citizens have their tree debris (limbs, bagged leaves, etc) out in the right of way, not in the road, prior to November 3rd. There will be no furniture or household items picked up.
  - This will be at no cost to the citizens.
  - No tree debris that was cut commercially will be picked up.
- **Committee Workshops**
  - Committees should be meeting quarterly. Meetings need to be scheduled.
- **Business Incentives**
  - **Clerk/Treasurer Jamie Osborne**
    - Waiting for an update from the Town attorney on what the town would be able to do.
    - Should be able to report on the findings at the next meeting.

#### **Old Business:**

- **Councilman Brian Weltch**
  - Asked the county's final plan on the Consdan property.
    - Unknown at this time
- **Cigarette Tax Ordinance**
  - Copy of the Cigarette Tax Ordinance in packet with Town attorney's edits was included in the packet.
  - The town attorney approved the ordinance, and said that it was ok for the Town Council to go forth with it.
    - Councilwoman Ann Wollen
      - Cost of the stickers/stamps
        - A stamp would be 0.30 per pack of cigarettes that would be remitted to the town with each purchase.
        - Town price up front would depend on the vendor that we go through, and depend on the amount that is purchased.
        - The distributor of the cigarettes would purchase bulk stamps at 0.30 each, stamps lasting for approximately 3 years. Stamps will be affixed to the packages prior to arriving in the store to be sold. Since stamps are

pre-purchased, we would only get inventory sheets from the stores each month.

- Will look into other vendors, since only 1 vendor was contacted for their prices in the research.

- **Mayor Smith**

- Get everything together so that we can schedule the public hearing for the ordinance on the Cigarette Taxes.

### Citizen's Comments

- **Glen Bowlin**

- Reports that the cats are back, some have never left but there are issues with the cats.
- Speeders on his street, and have already reached out to Chief Herlong about that.
- States that on the topic of the auxiliary officer, if someone is going to come in as an auxiliary officer, they need to be writing tickets as well.

- **Councilman Brian Weltch**

- States that just having an officer in town will help tremendously.

- **Reverend Richard Rather**

- Wants to thank the mayor and town employees/contractors for helping with putting a grease trap in. WPW was able to find where the pipes were thanks to Mike's help.
- Wanted to inquire about a dumpster, that previously a business could have a dumpster and would not be charged town trash pick-up.
  - Informed that if they would like a commercial dumpster, they would need to contact the companies on their own, that we do not handle commercial dumpsters through Meridian.
- Thinks that a lot of the speeding has to do with the detours having increased traffic through town.
- Selling of Ingleside school
  - Asks why the council was not notified?
    - Mayor Smith informs him that he will be attending the scheduled board of supervisors meeting on Thursday.
    - Greg Wolven informs that by state law the School Board has to tell the Board of Supervisors. The School Board owns every school in the county, but they have to get permission from the Board of Supervisors to sell those buildings.
    - Mike adds that we have a well that is surrounded by the Ingleside school property, as well as a sewer pump that is surrounded by 3 sides of that property. That is why the town is so invested in knowing that's going on.
    - Councilman Brian Weltch

- **Greg Wolven**

- The economic Development Committee meeting is made of 8 people, 5 from the Board of Supervisors, and one from each town. They changed the bylaws to where the person representing the town needed to be appointed to represent the town, but it cannot be the Mayor.
- If the Town Council would like for him to continue to represent the town, he would need to be appointed in order to vote on.
- States that during the meeting a few options were thrown around as to what to turn the old Burkeville Elementary into, and what access for water/sewer/internet that it has.
- The Economic Development Committee also talked about solar, as well as the county doing more toward marketing available lands, buildings, property sites, etc. There was also a conversation at the EDC meeting about technical training for citizens in Nottoway County.
- All items are reported back to the Board of Supervisors, with or without a town representative. He requests that the Town Council appoints someone to represent the town on the Economic Development Committee, that it doesn't have to be him, but whoever is appointed will have the ability to vote.
  - Councilman Lee Simmons makes the motion to appoint Greg Wolven to represent the Town of Burkeville, with voting privileges, on the Nottoway County Economic Development Committee, and to report back monthly to the Town Council. Motion was seconded by Councilman Brian Weltch.
    - Motion passed with 6 votes aye. 0 votes nay.

- Councilwoman Ann Wolven abstained from voting, due to conflict of interest, of Greg Wolven being her husband.

#### **Council Members Comments:**

##### **Brian Weltch-**

- For those who are going to the Board of Supervisors meeting on Thursday ensure to mention about the wells. As well as many people did not know that a portion of the original Ingleside School is still on the property.

##### **Joshua Knight-** no comment

##### **Ann Wolven-**

- She, her husband Greg Wolven, and KJ were all at the meeting. She had the impression that the resolution was already written to go to the Board of Supervisors, and they were just checking off the boxes by having the citizens come in and talk. She got the impression that it was already a "done deal".
- Concerned that it was not even considered to donate it to the Town of Burkeville, that they seem to only be concerned about how much money they are able to get to improve other schools within the county.
- A community that loses a school, it destroys the continuity of the town.

##### **Lee Simmons-** no comment

##### **Ivory Oliver-** no comment

##### **Kevin Jones-**

- Reinstates what Councilwoman Ann Wolven said about how it should have been offered to donate the school, since in the past he believes that they may have donated other schools to towns in the past.

##### **Debbie Weltch-**

- Community Day is October 18, 2025 from 11-5. There are a lot of good things planned and invites everyone out to attend. There will be food trucks, vendors, Chippenham hospital is going to come and teach about strokes, CPR, and stop the bleed to educate the public.
  - Clerk/Treasurer Jamie Osborne adds in that Crossroads will be attending as well to bring narcotics education, locking pill containers, as well as the drug disposal bags for proper disposal of medications.

#### **\*\*SCHEDULED CLOSED MEETING\*\***

Reference to 2.2-1711. Effective July 1, 2024. Closed meetings are authorized for certain limited purposes. Public bodies may hold closed meetings only for the following purposes: Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific officers, appointees, or employees of any public body.

Motion was made to go into closed session by Councilwoman Ann Wolven, with only council members. Clerk/Treasurer Jamie Osborne was asked to step out of the meeting, due to the meeting being about personnel. Motion was seconded by Councilwoman Ivory Oliver.

**Time in Closed meeting: 9:05 pm.**

Councilwoman Debbie Weltch makes a motion to come out of closed session. Motion was seconded by Councilman Josh Knight. Unanimous approval, no opposition. Motion carries.

**Time out of closed meeting: 9:39 pm.**

**"Pursuant to the Code of Virginia § 2.2-3712(D), to the best of each member's knowledge, only matters lawfully exempted and as identified in the motion by which the Closed Meeting was convened were heard or discussed by The Town of Burkeville during the Closed Meeting."**

All in favor, no opposition.

Present: Brian Weltch, Josh Knight, Ann Wolven, Gerald Smith, Lee Simmons, Ivory Oliver, Kevin Jones, Debbie Weltch.

**Public meeting:**

- Councilwoman Ann Wolven makes a motion to issue the town cell phone that was purchased for the Public Works Supervisor to be issued to Clerk/Treasurer Jamie Osborne. Motion was seconded by Councilwoman Ivory Oliver. Unanimous approval, no opposition. Motion passes.
- No change to the business license cost.
- Council would like to extend the late fees for the 2025 taxes. The due date will still remain December 5, 2025 but late fees will not be applied until April 5, 2026.

Councilman Josh Knight makes a motion to adjourn the meeting. Motion was seconded by Councilwoman Ivory Oliver. Unanimous approval, no opposition. Motion carries.

**END OF MEETING: 9:51 pm.**

Minutes taken by:



Jamie Osborne, Town Clerk/Treasurer

Approved by Council on: 11/18/2025

Town of Burkeville  
Proposed Boundary Adjustment Public Hearing Minutes

Thursday November 12, 2025

7:00 p.m., Train Station

Present: Brian Weltch, Josh Knight, Ann Wolven, Gerald Smith, Jamie Osborne

Start of Public Hearing: 7:00 pm

Call to Order

Pledge of Allegiance- Lead by Mayor Smith

Welcome of Visitors

- Proposed Boundary Adjustment

**Citizen Comments:**

- **Joe Morsette**
  - Does not have a comment about the Boundary adjustment, but would like to invite everyone to Burkeville Baptist Church on November 16, 2025 at 5:00 pm for a Community-Wide Thanksgiving Dinner. There will be both seated and take-out options available.
- **Gregg Zody**
  - States that he is the Planning and Economic Development Director for Nottoway county, but is not at the meeting representing the county. He had a meeting with Luck stone and was given copies of letters that were drafted by his processor, about potential expansion East for Luck stone in the near future. There is a citation in the zoning ordinance that cites the section of the County's code that says that any use specifically for mineral extraction in Burkeville, that was not listed as a special exception, it preexists the zoning ordinance. If Luck stone would expand, they would not need to go through any special processes, public hearing, or anything like that.
  - States that if the Board approves the Boundary Adjustment, that he would be happy to help look at the ordinance and find the place to insert the information for Luck Stone.

**No additional citizen comments**

Mayor Smith adjourns the public hearing at 7:06 pm.

Minutes taken by:

*Jamie Osborne*

Town Clerk/Treasurer

Approved on: 11/18/25

  
**APPROVED**

2007/11/14

