

**TOWN OF DAYTON  
TRAINING SESSION  
VIRTUAL MEETING MINUTES  
VIA ZOOM MEETING PLATFORM  
January 25, 2021**

**COUNCIL MEMBERS PRESENT:** Mayor Cary Jackson, Dale Rodgers, Tara Worthy, Bradford Dyjak, Heidi Hoover, and Robert Seward. Emily Estes arrived late at 5:34 p.m. and joined in the Closed Session.

**COUNCIL MEMBERS ABSENT:** None.

**ALSO PRESENT:** Angela Lawrence, Town Manager; Jordan Bowman, Town Attorney; and Christa Hall, Clerk of Council and Community Development Coordinator.

**CALL TO ORDER:** Mayor Jackson called the meeting to order at 5:30 p.m. and welcomed everyone. He explained that we were meeting virtually due to the Governor's order restricting public gatherings due to COVID-19. Town Clerk Hall called the roll. Mayor Jackson led the Invocation and the Pledge of Allegiance.

**CLOSED SESSION:** Councilman Dyjak made a motion to convene into closed session in accordance with Section 2.2-3711(A)(8) of the Virginia State Code to consult with legal counsel regarding Freedom of Information Act training. The motion was seconded by Councilman Rodgers and passed unanimously. The Council recessed the open meeting at 5:33 p.m.

**OPEN SESSION:** A motion to adjourn the closed session was made by Councilman Rodgers, and seconded by Councilman Dyjak, and passed unanimously. The open session reconvened at 6:13 p.m. Staff members Justin Trout, Chief of Police, and Meggie Roche, Economic Development Coordinator, joined the meeting at this time.

**CERTIFICATION:** Mayor Jackson read the certification with respect to the just-concluded closed session, and to the best of each member's knowledge that (i) only public business matters lawfully exempted from open meeting requirements under The Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Council. Town Clerk took a roll call with each Councilmember so certifying.

Mayor Jackson thanked Town Attorney Jordan Bowman for his time and Mr. Bowman exited the meeting. Mayor Jackson introduced Mr. Charles Hartgrove, the associate director at the Virginia Institute of Government, who has worked as a senior executive in Virginia local and state governments for over twenty years. Mayor Jackson thanked Mr. Hartgrove for his assistance and turned the meeting over to him.

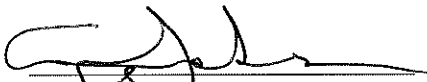
Mr. Hartgrove presented Council and staff with information about the roles of Council and advised how the relationship structure between Council and Staff works most effectively. He also discussed Council committees and how other municipalities utilize their committees and offered that some don't use committees at all. At the end of his presentation, he opened up the floor for questions and entertained the questions that were asked. There was discussion about holding additional training sessions in the future. It was determined that these were ideally better and more productive if they can be held in person but due to COVID restraints, online training would also be helpful.

Mayor Jackson welcomed and introduced Meggie Roche, Economic Development Coordinator, to the Dayton team and thanked her for joining the meeting.

**ADJOURNMENT:** With there being no further business to come before the Council and no additional questions for Mr. Hartgrove, Councilman Dyjak made a motion to adjourn, Councilman Rodgers seconded the motion; motion passed unanimously.

The meeting adjourned at 6:57 p.m.

Respectfully Submitted,



Mayor, Cary Jackson



Clerk, Christa Hall