

# TOWN COUNCIL MINUTES



Gate City Town Council Minutes  
January 11, 2022  
156 E. Jackson St., Gate City, VA  
6:30 PM

**I. COUNCIL MEETING CALLED TO ORDER AT 6:35 P.M. BY: Mayor – Bob Richards**

**II. ROLL CALL –** Town Clerk – Lydia Morales

	PRESENT:	ABSENT:
Mayor, Bob Richards	X	
Vice Mayor, Robin Richards	X	
Council Member, Allan “Cotton” Roberts	X	
Council Member, Roger Cassell	X	
Council Member, Wallace W. Ross, Jr.	X	
Council Member, Tyler Kilgore	X	
Town Manager, Greg Jones	X	
Town Attorney, Michele Brooks	X	

Others present: Officer Matt Stewart; Officer Jessica McGraw; Gabriel Edmunds, Scott County Virginia Star; Chief of Police Justin Miller; Noah Kimbler; Jim Addington, Addington Oil Company; Leslie Crawford, Gate City Frontier; Father Christopher Hess of St. Bernard Catholic Church of Gate City; Donnie Alley; Claude Williams, Wilderness Road Enterprises; Kathy Stewart; Allison Kimbler; Courtney Mailey

**III. INVOCATION –** Father Christopher Hess of St. Bernard Catholic Church of Gate City

**IV. PLEDGE OF ALLEGIANCE –** Chief of Police Justin Miller

**V. APPROVAL OF AGENDA**

**Motion made to approve the agenda.**

Motion by: Allan “Cotton” Roberts

2<sup>nd</sup> by: Tyler Kilgore

VOTE: Aye, 5  
Nay,  
Absent,  
Abstain

**Motion Carried.**

**VI. PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AWARDS, APPOINTMENTS, RESIGNATIONS AND CONFIRMATIONS, ADMINISTRATION OF OATHS AND INTRODUCTION OF GUESTS.**

- **Chief Miller to Present Award of Valor and Promotion to Sergeant to Officer Matt Stewart**

Chief Miller awarded Sergeant Matt Stewart with a Medal of Valor for putting himself in harms way to save Officer McGraw from possible death or serious bodily injury. Chief Miller congratulated Sergeant Stewart on his promotion.

- **Chief Miller to Award Officer of the Year & Life Saving Award to Officer Jessica McGraw**

Chief Miller awarded Officer McGraw with a life saving award for her efforts on a call where an individual was suffering from a mental health crisis and had inflicted bodily harm on themselves and Officer McGraw ultimately saved their life by keeping them from bleeding to death. Chief Miller stated that he wants to bring back the Officer of the Year Award. Chief Miller stated that for this award, he will be taking into consideration professionalism, appearance, someone who takes care of their equipment, takes initiative, and

is proactive with enforcement and making arrests. Chief Miller stated that taking all things into consideration, he presented the Officer of the Year Award to Officer McGraw.

- **Resignation: Town Clerk Lydia Morales – See Agenda Item# 13**

Mayor Richards stated that our Town Clerk will be leaving at the end of this week and we would like to present her with a plaque to show our appreciation for the work that she has done. Mayor Richards read the plaque aloud and presented it to Town Clerk Lydia Morales.

**VII. APPROVAL OF MINUTES**

**1. Approval of December 14, 2021 Town Council Minutes.**

**Motion made to approve minutes as presented.**

Motion by: Allan “Cotton” Roberts

2<sup>nd</sup> by: Robin Richards

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

**VIII. APPROVAL OF PAYMENTS**

• **Motion made for approval for payment of bills for December 2021 as presented.**

Motion by: Allan “Cotton” Roberts

2<sup>nd</sup> by: Wallace W. Ross, Jr.

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

**IX. PUBLIC COMMENT (Will be limited to 3 minutes per speaker.) - NONE**

Mayor Richards closed the public comment session at 6:43 P.M. and opened the consent agenda session.

**X. COMMUNICATIONS - NONE**

**XI. REPORTS (All reports given will be included with your packet. Any questions about the reports will need to be discussed with the department head PRIOR to the meeting.)**

**A. Engineer’s Status Report – Mr. Jason Snapp delivered the Engineer’s Status Report.**

**H/C Ramp HSIP Project:** Construction has commenced. The contractor has completed all concrete work at all three ramps and installed temporary safety rails. The contractor has resubmitted final shop drawings for the handrails which have now been forwarded to VDOT for final approval. Handrails at all ramps will be the last item to be installed due to the long lead time to fabricate. Once VDOT grants final approval Estes will begin fabrication of the rails and then install.

**DEQ Sanitary Sewer Evaluation Study:** The smoke testing of the sanitary sewer system has been completed except for a few areas that are inaccessible due to manholes being covered over, these manholes will need to be uncovered by the Town to be able to complete overall system smoke testing. Mapping has been delivered to the Town detailing these areas for uncovering if desired. Several inflow locations (consisting of illegal connections) have been identified so far. Manhole inspections have been completed as well and the project is considered 60% complete overall currently. Flow monitoring is complete. CCTV of critical lines is scheduled for the week of the 31<sup>st</sup>. A final report with recommendations is expected to be delivered to the Town early 2022. Council Member Wallace W. Ross, Jr. asked how soon will the CCTV process start on Manville Road? Mr. Snapp stated that the lines on Manville Road are not part of the current inspection. Mr. Snapp stated that there is about 4,000 feet of



inspection in the total project and we have about 3,000 ft that we definitely need to inspect. Mr. Snapp stated that with the 1,000 ft that is left, we can go wherever we need to if there is somewhere else that we want to specifically look at. Council Member Ross, Jr. stated that this is one of the oldest locations of sewer lines and believes it should be on the list. Council Member Ross, Jr. stated that he has had some plumbing issues and had trouble locating the lines. Mr. Snapp stated that it is not specifically marked to look there, but it is up to the town on where to use the 1,000 ft of inspection.

**VDH Backup Generator Project:** VDH has granted additional funding to complete calibration of the Town's water system hydraulic model. Calibration of the model has been completed. A Preliminary Engineering Report has been delivered to the Town for review prior to submittal to VDH for approval. Once the PER is approved by VDH Project design will commence. Project is considered 12% complete currently. Mr. Snapp recommended getting this to VDH as soon as possible, especially before the meeting in Richmond in February.

**VDH Planning & Design Grant Application:** The Town has voted to submit a Planning Grant Application to complete a water efficiency study. M&C conducted a Preliminary Engineering Conference with VDH on Tuesday, November 30<sup>th</sup> to discuss the appropriate scope for the project. M&C is in the process of revising the scope and completing the application. Upon completion it will be submitted to the Town for review. Upon approval by the Town it will be submitted to VDH for official consideration for funding. Mr. Snapp stated that VDH has recommended a Water Plant Optimization Study be included and it is somewhat difficult for us to quantify. Mr. Snapp stated that once this is addressed, however, we will submit the funding application.

**Kane St. Sidewalk Transportation Alternatives Funding Application:** The Town voted to submit the final application for consideration by the Commonwealth Transportation Board. M&C submitted the final application to the VDOT Smart Portal on Wednesday, September 29<sup>th</sup> prior to the October 1<sup>st</sup> deadline. The VDOT Bristol District Office called with some questions concerning the Town's procurement of engineering which we were able to show documentation that the Town had checked all applicable federal procurement guidelines with their initial advertisement for engineering services. The Bristol District indicated this would help the application score well. They also indicated the District level review was nearly complete and the application would be sent to Central Office for review shortly. A decision on funding approval is not expected till the summer of 2022.

#### **B. Town Manager's Report**

- **Department of Housing and Community Development (DHCD): Park Street Housing Rehabilitation Project.**

DHCD has awarded \$522,200 for the Park Street Housing Rehabilitation Project.

**January 2021** – 554 Park Street: Rehab complete

559 Park Street: Continuing to seek relocation

571 Park Street: Rehab: Notice to proceed issued

559 Park Street: Demolition complete

608 Park Street: Demolition complete

609 Park Street: Rehab: Notice to proceed issued

639 Park Street: Demolition complete

649 Park Street: Demolition complete

**December 2021** – A DHCD CDBG Grant Application for the second phase of the Park Street Housing Rehabilitation Project was submitted on December 1<sup>st</sup>, 2021. Our total requested grant amount is \$425,759.00 which will address seven properties: four housing rehabs, one substantial rehab, and two demolitions.

- **Estil Cemetery Restoration Project**

**December 2021-** Tombstone restoration by Highland Monument Conservation is ongoing. The fence around Estil Cemetery has been replaced.

- **Banner Project**

Council has approved the banner design for the AEP Street Light Poles on June 8<sup>th</sup>, 2021. Council Action: Banners have been ordered; however, we do not have an expected arrival date.

**July 2021** – No new updates. We are still waiting for the banner and bracket order to arrive. – This project has been affected by the current national supply chain issue.

- **Gateway and Sampson Mini Park Sign Installation**

**November 2021** – This project was completed on October 12<sup>th</sup>, 2021

**January 2022** – The Planning Commission has asked that a second sign be installed so that it is visible from Route 23 Southbound Lane. The Planning Commission asked that the sign be raised 1'-2'. Proposal has been approved. This project will be completed soon.

- **Dog Park Project**

Factory to You Fence will be repairing 140' of fence line that was damaged due to a fallen tree. The estimated cost to repair is \$2,784.00 and expected to be completed on January 24, 2022.

The Public Works Team is in the process of cleaning out the drainage line so that it will have better flow. We looked at creating a new ditch line behind the fence to help with drainage, but the area is full of rocks.

- **946 West Jackson Street and 337 Willow Street Demolition Project**

The demolition orders have been sent out to the property owners and advertised according to State Code § 15.2-906. Notices have also been posted at the property, Courthouse, and Town Hall.

Asbestos inspection has been completed on both properties. I have contacted eight contractors and only two contractors have expressed interested in this project. We should have their bids shortly.

- **Local Law Enforcement Block ("LOLE") Grant Program- FFY 18**

The Town has been awarded \$1,141.00 in grant funding to purchase a new in car camera for the Police Department.

- **Byrne JAG Grant Program FY22 Criminal Justice Programs**

The Town has been awarded \$25,617.00 in grant funding to purchase equipment for the Gate City/Weber City Emergency Response Team. The Emergency Response Team will consist of qualified Police Officers from the Town of Gate City and the Town of Weber City. The purpose of the Emergency Response Team is to respond to emergency situations which require higher levels of training and more specialized equipment. Examples would be but are not limited to carrying out search warrants that require dynamic entries, barricaded subjects, armed individuals in vehicles/cars, searches for armed felons, and hostage situations.

- **Coronavirus Emergency Supplemental Funding CY22**

The Town has been awarded \$49,734 in grant funding for a COVID-19 Preparedness and Response Coordinator. This will be the second year the position has been funded through the Coronavirus Emergency Supplemental Funding.



- **GATE CITY WATER LEAKS**

December 2021

<b>Location</b>	<b>Repair Date</b>	<b>Materials used for Repair</b>
319 Depot Street	12/9/2021	Repaired leak
614 Broadwater Avenue	12/13/2021	2" PVC; 1-2" band
367 Old Nickelsville Hwy	12/10/2021	Repaired leak
137 Embar Street	12/15/2021	2" steel line
2331 Red Hill Road	12/22/2021	¾" copper line; 1" band
329 Fir Street	12/24/2021	6" cast line, 1-6" band; 8 ton rock

C. **Attorney's Report** Town Attorney Brooks stated that she has a tentative date of January 24<sup>th</sup> set for the Reed Hollow and Ravine Street hearings. Town Attorney Brooks stated that the two Highland Street properties and the East Jackson Street property have been drafted but not yet served.

- **169 Reed Hollow Road**  
Lawsuit
- **248 Ravine Street**  
Lawsuit
- **195 Ravine Street**  
Lawsuit
- **394 Highland Street**  
Lawsuit
- **209 Highland Street**  
Lawsuit
- **414 East Jackson Street**  
Lawsuit

D. **Council Reports** (Any new business from Committees that needs to come before the Council.)-**NONE**

E. **Sanitation Authority** – Council Member Roger Cassell stated that there are a few billing issues to work out, but there are no other changes. Council Member Cassell stated that a Sanitation Authority Board Member has resigned, we are needing someone who lives in town or owns property in town to fill that position. Council Member Cassell stated that the Sanitation Authority meets quarterly.

F. **Police Department** – Chief Miller stated that Officer Cory Tate has passed his PT test and started the academy this week. Chief Miller stated that Officer Pearcy has finished his 200 hours of field training and is now covering shift for us.

**XII. UNFINISHED BUSINESS - NONE**

**XIII. NEW BUSINESS**

1. **VA Main Street: Agreement Between the Town and Gate City Frontier, Inc.**

Leslie Crawford, the Executive Director for Gate City Frontier, delivered a presentation outlining her plan for 2022 and the future of Gate City Frontier with the Main Street organization. Mrs. Crawford titled her approach "Vacant to Vibrant". Mrs. Crawford stated that she plans to implement four committees within Gate City Frontier including "Organization, Design, Promotion, and Economic Vitality". Mrs. Crawford discussed the volunteer opportunities and local engagement that this approach will create. Mrs. Crawford reviewed some of the events that she organized and assisted with, highlighting the revenue that these events have brought into town. Mrs. Crawford stated that she plans to rebrand Gate City Frontier, create a broader presence on social media, apply for grants and partnerships, create relationships with local businesses, bring new events to downtown Gate City, VA and much more.

**CLOSED SESSION**

**Motion made for Council to enter into closed session to discuss the Virginia Main Street Agreement between the Town and Gate City Frontier, Inc.**

Motion by: Roger Cassell

2<sup>nd</sup> by: Wallace W. Ross, Jr.

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

Mayor Richards opened the closed session at 7:20 P.M.

**RETURN FROM CLOSED SESSION**

**Motion made for Council to return from closed session.**

Motion by: Allan "Cotton" Roberts

2<sup>nd</sup> by: Robin Richards

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

Council returned from closed session at 8:32 P.M.

**CERTIFICATION OF CLOSED MEETING – Read by: Town Attorney Michele Brooks**

**WHEREAS**, the Gate City Town Council has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

**WHEREAS**, Section 2.2-7312 of the Code of Virginia requires a certification by the Town Council that such closed meeting was conducted in conformity with Virginia law;

**NOW, THEREFORE, BE IT RESOLVED**, that the Gate City Town Council hereby certifies that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirement by Virginia law were discussed in closed meeting to which this certification applies and (2) only such business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Gate City Town Council.

ROLL CALL VOTE: Aye: Vice Mayor Robin Richards, Council Member Allan "Cotton" Roberts, Council Member Roger Cassell, Council Member Wallace W. Ross, Jr., Council Member Tyler Kilgore

Nay:

Absent:

Abstain:

**Motion Carried.**

**MOTIONS FROM CLOSED SESSION:**



- 1. Motion made 1. To allocate \$20,000 compensation to Gate City Frontier, Inc. for an executive director position and 2. To allocate \$50,000 to Gate City Frontier, Inc. for events.**

Motion by: Robin Richards

2<sup>nd</sup> by: Roger Cassell

VOTE: Aye: 4

Nay:

Absent:

Abstain: 1

**Motion Carried.**

## **REGULAR AGENDA CONTINUED:**

### **2. Events Schedule & Budget**

- **TAKE NO ACTION**

### **3. Change of Local Election Date to November**

Motion made to adopt the new ordinance as presented to change the local election date to November.

Motion by: Allan "Cotton" Roberts

2<sup>nd</sup> by: Tyler Kilgore

ROLL CALL VOTE: Aye: Vice Mayor Robin Richards, Council Member Allan "Cotton" Roberts,  
Council Member Roger Cassell, Council Member Wallace W. Ross, Jr.,  
Council Member Tyler Kilgore

Nay:

Absent:

Abstain:

**Motion Carried.**

### **4. Cigarette Tax Rate**

Town Manager Greg Jones stated that the finance committee met on December 21<sup>st</sup> and recommended 1 cent per cigarette, 20 cents per pack or \$2 per carton which represents half of the original rate that was set previously.

Vice-Mayor Richards asked if this rate is the same as Weber City's? Town Manager Jones stated no, their rate is much lower at 20 cents per carton. Council Member Roberts stated that we have to pay for the stamps that we have to put on them. Council Member Cassell stated that he believes Weber City's rate was put in place just to be ahead of the county. Vice-Mayor Richards asked if there is any way we can go lower? Council Member Cassell stated that if we don't do 20 cents, we wouldn't be able to pay for the stamps. Council Member Ross, Jr. asked if we need to repeal the previous ordinance? Town Attorney Brooks stated no, we are just amending it. Mayor Richards stated that if we make it too low, we will just have to raise the rate again later. Mayor Richards stated that if we can set a fair rate, hopefully we can sustain that rate for a decent period of time. Council Member Wallace W. Ross, Jr. asked if a lower even rate could be set across all tobacco products? Council Member Cassell stated that he does not believe that there are stamps for chewing tobacco and products like that. Council Member Ross, Jr. asked what is the cost of the stamp? Town Manager Jones stated that we got 270,000 for just under \$1,700. Council Member Ross, Jr. asked if 20 cents per pack will compensate us for the cost of the stamp? Town Manager Jones stated yes. Council Member Ross, Jr. asked if we went any lower on the rate, what would be the results? Town Manager Jones stated that we would receive less revenue. Town Manager Jones stated that we are looking for a tax to raise funding for the general fund and this is just an avenue for that. Mayor Richards stated that we are just estimating based on what Mr. Addington's figures were. Town Attorney Brooks stated that you won't really know until you start collecting, how much revenue this will generate.

- Motion made to set the cigarette tax rate at the rate proposed by the finance committee: 1 cent per cigarette, 20 cents per pack or \$2 per carton.

Motion by: Allan "Cotton" Roberts

2nd by: Roger Cassell

ROLL CALL VOTE: Aye: Vice Mayor Robin Richards, Council Member Allan "Cotton" Roberts,  
Council Member Roger Cassell, Council Member Tyler Kilgore

Nay: Council Member Wallace W. Ross, Jr.

Absent:

Abstain:

**Motion Carried.**

**5. FY 2023 Budget Calendar**

Town Manager Jones stated that these are tentative dates to keep us on track to have our final budget approved by Town Council on June 14<sup>th</sup>, 2022.

Motion made to approve the FY 2023 Budget Calendar.

Motion by: Allan "Cotton" Roberts

2nd by: Roger Cassell

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

**6. VML Capital Day and Legislative Visit Update**

Town Manager Jones stated that he hopes to have something by the end of this week as far as dates. Town Manager Jones stated that this will depend on the COVID cases. Town Manager Jones stated that a lot of these agencies are working from home and may not attend the meetings.

**7. Property Maintenance Enforcement: 1369 W Jackson Street – File Lawsuit**

Town Manager Jones stated that this is the West End Market. Town Manager Jones stated that there was a finance arrangement between the previous owner and current owner which they fell through on and the original owner got the deed back. Town Manager Jones stated that this will have to be redrafted for the current property owners.

**- TAKE NO ACTION**

**8. Property Maintenance Enforcement: 00000 Red Hill Rd – File Lawsuit**

Town Manager Jones stated that he has issued a NOV but has received no response. Town Manager Jones stated that he can not tell if someone is squatting, but it does look like someone lives there from time to time.

Motion made to approve to file lawsuit for Property Maintenance Enforcement: 00000 Red Hill Rd Vacant Lot.

Motion by: Allan "Cotton" Roberts

2nd by: Wallace W. Ross, Jr.

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

**9. Planning Commission 2022 Appointments: Approve Appointment of Mr. Delaney Herron as Chairperson of the Gate City Planning Commission, Beginning January 1, 2022 and Ending December 31, 2022.**

Motion made to approve appointment of Mr. Delaney Herron as Chairperson of the Gate City Planning Commission, Beginning January 1, 2022, and Ending December 31, 2022.

Motion by: Allan "Cotton" Roberts



2nd by: Robin Richards

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

**10. Planning Commission 2022 Appointments: Approve Appointment of Mrs. Vickie Roberts as Vice-Chairperson of the Gate City Planning Commission, Beginning January 1, 2022 and Ending December 31, 2022.**

Motion made to approve appointment of Mrs. Vickie Roberts as Vice-Chairperson of the Gate City Planning Commission, Beginning January 1, 2022, and Ending December 31, 2022.

Motion by: Robin Richards

2nd by: Tyler Kilgore

VOTE: Aye: 4

Nay:

Absent:

Abstain: 1

**Motion Carried.**

**11. Planning Commission 2022 Appointments: Approve Appointment of Mrs. Jo Ann Castle as Secretary of the Gate City Planning Commission, Beginning January 1, 2022 and Ending December 31, 2022.**

Motion made to approve appointment of Mrs. Jo Ann Castle as Secretary of the Gate City Planning Commission, Beginning January 1, 2022, and Ending December 31, 2022.

Motion by: Allan "Cotton" Roberts

2nd by: Wallace W. Ross, Jr.

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

**12. Planning Commission Appointments: Board of Zoning Appeals – Approve Appointment of Mr. Delany Herron to a One Year Term on the Gate City Board of Zoning Appeals, Beginning January 1, 2022 and Ending December 31, 2022.**

Motion made to approve appointment of Mr. Delany Herron to a One Year Term on the Gate City Board of Zoning Appeals, Beginning January 1, 2022, and Ending December 31, 2022.

Motion by: Allan "Cotton" Roberts

2nd by: Tyler Kilgore

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

Town Attorney Brooks stated that it is critical that we get some more BZA members in a timely fashion. Mayor Richards asked how many individuals do we need? Town Attorney Brooks stated that we need a total of 5 and currently have 2.

**13. Resignation: Town Clerk Lydia Morales**

Motion made to accept the resignation of Town Clerk Lydia Morales.

Motion by: Allan "Cotton" Roberts

2nd by: Robin Richards

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

**XIV. PUBLIC COMMENT – NEW BUSINESS - NONE**

**XV. CLOSED SESSION**

**Motion made for Council to enter into closed session to discuss personnel issues.**

Motion by: Allan “Cotton” Roberts

2<sup>nd</sup> by: Robin Richards

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

Mayor Richards opened the closed session at 8:55 P.M.

**XVI. RETURN FROM CLOSED SESSION**

**Motion made for Council to return from closed session.**

Motion by: Allan “Cotton” Roberts

2<sup>nd</sup> by: Tyler Kilgore

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

Council returned from closed session at 9:11 P.M.

**CERTIFICATION OF CLOSED MEETING – Read by: Town Attorney Michele Brooks**

**WHEREAS**, the Gate City Town Council has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

**WHEREAS**, Section 2.2-7312 of the Code of Virginia requires a certification by the Town Council that such closed meeting was conducted in conformity with Virginia law;

**NOW, THEREFORE, BE IT RESOLVED**, that the Gate City Town Council hereby certifies that to the best of each member’s knowledge, (1) only public business matters lawfully exempted from open meeting requirement by Virginia law were discussed in closed meeting to which this certification applies and (2) only such business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Gate City Town Council.

ROLL CALL VOTE: Aye: Vice Mayor Robin Richards, Council Member Allan “Cotton” Roberts,  
Council Member Roger Cassell, Council Member Wallace W. Ross, Jr.,  
Council Member Tyler Kilgore

Nay:

Absent:

Abstain:

**Motion Carried.**

**XVII. MOTIONS FROM CLOSED SESSION:**

**1. Motion made to amend the agenda to include the appointment of Lindsay Kilgore to the Board of Zoning Appeals.**

Motion by: Allan “Cotton” Roberts

2<sup>nd</sup> by: Roger Cassell

VOTE: Aye: 4

Nay:

Absent:

Abstain: 1

**Motion Carried.**



**2. Motion made to appoint Lindsay Kilgore to the Board of Zoning Appeals.**

Motion by: Allan "Cotton" Roberts

2<sup>nd</sup> by: Roger Cassell

VOTE: Aye: 4

Nay:

Absent:

Abstain: 1

**Motion Carried.**

**XVIII. ADJOURN**

**Motion made to adjourn.**

Motion by: Allan "Cotton" Roberts

2<sup>nd</sup> by: Tyler Kilgore

VOTE: Aye: 5


Nay:

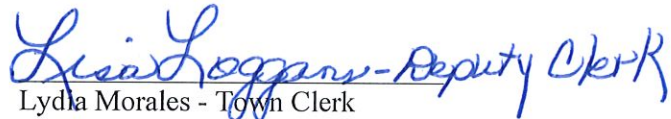
Absent:

Abstain:

**Motion Carried.**

\*Mayor Richards adjourned the meeting at 9:13 P.M., until the next scheduled Council Meeting on February 08, 2022 at 6:30 p.m.

  
Bob Richards – Mayor

  
Lydia Morales - Town Clerk