



**GATE CITY TOWN COUNCIL
WORKSHOP MEETING MINUTES
NOVEMBER 13, 2012
156 E. JACKSON ST.
5:00 PM**

WORKSHOP MEETING:

WORKSHOP MEETING FOR STRATEGIC PLANNING FOR THE TOWN OF GATE CITY COUNCIL

I. Mayor, Frances Perry called Workshop Meeting to order at 5:05 P.M.

II. **ROLL CALL** Town Clerk, Kathy Riley

Present: Mayor, Frances Perry
Vice Mayor, Allan "Cotton" Roberts
Council Member, Robin Richards
Council Member, Wallace W. Ross, Jr.
Absent: Council Member, Walter Salyers (Arrived late at 5:28 p.m.)
Council Member, Roger Cassell

Others present: Town Manager, J. Keller, Town Attorney, M. Brooks, Debbie Kindle, Benny Reed, Lisa McCarty

III. **NEW BUSINESS**

- **WORKSHOP MEETING FOR STRATEGIC PLANNING FOR THE TOWN OF GATE CITY COUNCIL (Goals and Visions of Council)**

Mayor Perry

- Shares items learned at the Mayor's Conference and reads what a local government should do, i.e., touches the people, be stable, be innovative, get the involvement of local people, hold efficient and effective meetings, views should not be personal, but best interest of the town, etc.
- Council's expectations of the Manager, i.e., give answers, provide leadership, communicate, be creative, be motivated, give good advice, be a team player, etc.

- Manager’s expectations of Council, i.e., provide clear direction as a Council, not an individual, provide support, keep him informed, to be realistic in expectations, good slogan “Nose in, but hands off”, etc.

Council Member, W. W. Ross, Jr.

- Questions direction of the Town for improvement with timeframe plans.
- Suggest Wilderness Road Day for Gate City to promote tourism
- Sidewalks in Town – Designate additional handicap parking for events
- Be self sufficient without grants

Council Member, R. Richards

- Be more people friendly
- Move basketball court to Grogan Park
- Promote health and fitness
- Municipal building for all city offices in one building

Vice Mayor, A. Roberts

- Suggests developing a 5-Year Master Plan
- Become pedestrian friendly (lower speeds, crosswalks and pedestrian walks)
- Terminate/suspend two hour parking
- Streetscape
- Promote town business (sign on US 23, advertising, pictures on web page, recognize landmarks)
- Community Center
- Farmers Market

Council Member, W. Salvers

- Agendas and Council Meetings are so long

Town Manager, J. Keller

- Sidewalks connecting the inner loop in town which is 1.3 miles, starting at Town Hall, up Jackson, around Jones around Kane Street and back up to Town Hall for those who like to walk
- Something productive go in at the Daugherty Brothers building and the municipal parking lot
- Strive to be like State Street in Bristol to draw people into Gate City and Scott County

IV. Workshop Meeting closed at 6:04 P.M.

Mayor Frances Perry

Town Clerk, Kathy Riley

I. COUNCIL MEETING CALLED TO ORDER AT 6:30 P.M. BY: Mayor - Frances Perry

II. ROLL CALL – Town Clerk - Kathy Riley

PRESENT: Mayor, Frances Perry
Vice Mayor, Allan “Cotton” Roberts
Council Member, Robin Richards
Council Member, Wallace W. Ross, Jr.
Council Member, Walter Salyers

ABSENT: Council Member, Roger Cassell

Others present: Town Manager, J. Keller, Town Attorney, M. Brooks, Debbie Kindle, Benny Reed, Chuck Bridwell, Tommy Quillin, Chuck Newton, Arletha Newton, Lois Quillin

III. INVOCATION Tommy Holzclaw

IV. PLEDGE OF ALLEGIANCE Sergeant of Arms, Chuck Newton

V. APPROVAL OF AGENDA

Motion made to approve the agenda with the additions to discuss the fire horn under unfinished business, suspending the two hour parking for the holiday season and the next workshop date under new business.

Motion by: Vice Mayor, A. Roberts 2nd by: Council Member, W.W. Ross, Jr.

VOTE:	Yeas,	4
	Nays,	0
	Absent,	1-R. Cassell
	Abstain,	0

VI. PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AWARDS, APPOINTMENTS, RESIGNATIONS AND CONFIRMATIONS, ADMINISTRATION OF OATHS AND INTRODUCTION OF GUESTS. - None

VII. APPROVAL OF MINUTES

Mayor Perry - Are there any corrections to the minutes for the **Public Hearing** of October 9, 2012, regarding Gate City First Baptist Church Lighted Sign and the **Town Council Meeting** of October 9, 2012 as presented? Minutes approved as presented.

VIII. APPROVAL OF PAYMENTS

Motion made for approval for payment of bills for October, 2012

Motion by: Council Member, W. Salyers 2nd by: Vice Mayor, A. Roberts

VOTE: Yeas, 4
Nays, 0
Absent, 1-R. Cassell
Abstain, 0

IX. PUBLIC COMMENT

Debbie Kindle – Discusses:

- Someone cutting a large tree on Franklin Street and placing it over bank on Town property
- Items on sidewalk at Raymond’s Odds and Ends, comparing with other businesses on Jackson Street

Benny Reed – Discusses:

- Thanks the Town’s support in the Veteran’s ceremony
- Suspension of two hour parking
- The negativity of Council’s drawn meetings with items that can be handled off-line-outside the meeting
- Community Center, splash pad

Mayor Perry closed the public comment session at 6:45 P.M. and opened the consent agenda session.

X. COMMUNICATIONS - None

XI. REPORTS

A. Engineer’s Status Report – Council discuss:

- Location for the water tank with two possible properties next to Moccasin Hills and required modifications for each property and other possible properties with notification to the VA Dept. of Health by November 19, 2012
- Reason of why original location was turned down due to Scott County Park, Golf Course, was purchased with DCR Land and Water Conservation funds. Makes the property federally protected land with use to be only for recreational use only and a water tank does not qualify.
- How it was overlooked and possible solutions

B. Treasurer’s Report – None

C. Codification Committee/Property Maintenance –

Town Attorney, M. Brooks – States a number of properties have been set tomorrow for court, a couple have come in compliance and addresses Council Member, A. Roberts question regarding the Munsey property that is located below property he owns on Estil Street.

D. Police Department Report –

Chief Birchfield addresses Council Member, A. Robert's questions regarding:

- Drop in number of summons
 - Speed spy be done Jackson Street
 - Speed camera/Red light camera
- and Council Member, W.W. Ross, Jr. question the status on the noise decibel meter.

E. Council Reports –

Vice Mayor, A. Roberts – Discusses:

- Brush pick up request he had for his property and being informed it did not meet brush pick up guidelines when he thought it was. Requests brush pick up policy be changed with Mayor Perry suggesting it be placed on the agenda for the next workshop.
- Water rates comparing with Kingsport, TN suggesting Veolia Water do an evaluation

Motion made to amend the agenda to place contacting Veolia Water to do an evaluation with our water system.

Motion by: Vice Mayor, A. Roberts 2nd by: Council Member, W. Salyers

VOTE: Yeas,	4
Nays,	0
Absent,	1-R. Cassell
Abstain,	0

Council Member, W. W. Ross, Jr. – Asks if response has been received from VDOT about the sidewalk through Manville Road with Town Manager responding VDOT said it was the Town's responsibility.

Council Member, W. Salyers – None

Council Member, R. Richards – None

F. Economic Development Committee – Did not meet.

F. Facade Committee –

Mayor Perry – Questions receipt of report from Joy Rumley with Town Manager responding they are working to close it out.

H. Historical Committee – None

I. Manager-

Town Manager, J. Keller – Discusses:

- The Christmas Parade is scheduled for December 1st and the Fire Dept. is still needing names for the Grand Marshal and provides names of those nominated, i.e. Reverend Phillip Cooper, Mayor Perry, James Addington, Pat Loggans and Stanley Rogers.

- Pam Cox, Director of Tourism for Scott County, received a donation of a Christmas tree and was looking for a site to place it. Suggested the grassy lot where Sunshine Auto Sales is located.

J. Park Committee –

Council Member, R. Richards – Discusses:

- Still looking at the splash pad and asking for donations from the Town with the Civitan will collect funds through jars with Council Member, W. W. Ross, Jr. suggesting to place ads in local papers to let people know. Mayor Perry informs Council Jeremy is still looking for grant money.

K. Planning Commission – None

L. Public Works – None

M. Sanitation Authority – None

N. Street Commission –

Council Member, W.W. Ross, Jr. – Questions:

- List of streets for patching with Town Manager responding all streets on list has been patched.
- Progress of handrails with Town Manager responding an order has been placed with the vocational school.

O. Safety Committee –

Council Member, W.W. Ross, Jr. – Suggests putting an emergency action plan in place with Mayor Perry suggesting to place it on the agenda for the next workshop.

P. Water Plant –

Town Manager, J. Keller informs Council the accountability is much better and using less time to fill the big tanks, two hours versus four to five hours.

XII. UNFINISHED BUSINESS

Discuss the fire siren

Town Manager, J. Keller – Informs Council of speaking to Fire Chief, Jeff Brickey. Jeff wants it to stay there, but realizes it is Town's property and if Council wishes it to be removed, they would comply.

Mayor Perry – Questions if the Town is going to look into an emergency plan, would we not need something of that sort in case of an emergency? She suggests placing the siren in a better place, need to work with the Fire Department and asks Town Manager to set up a meeting with him, herself and Chief Brickey to share our concerns and get his thoughts.

Motion made to table the siren topic to next Council Meeting of December 11, 2012.

Motion by: Vice Mayor, A. Roberts 2nd by: Council Member, W.W. Ross, Jr.

VOTE: Yeas, 4
Nays, 0
Absent, 1-R. Cassell
Abstain, 0

XIII. NEW BUSINESS

Two hour parking

Motion made to suspend, for seasonal activities, the two hour parking limit mark tire enforcement on Jackson Street effective November 14, 2012 until February 1, 2013.

Motion by: Vice Mayor, A. Roberts 2nd by: Council Member, W.W. Ross, Jr.

VOTE: Yeas, 4
Nays, 0
Absent, 1-R. Cassell
Abstain, 0

Schedule a workshop

Motion made for Town Council to get together for another workshop on January 8, 2013 at 5:00 p.m.

Motion by: Vice Mayor, A. Roberts 2nd by: Council Member, R. Richards

VOTE: Yeas, 4
Nays, 0
Absent, 1-R. Cassell
Abstain, 0

Contact Veolia Water System Representative

Motion made to invite Veolia Water System representative to come to the next Town Council Meeting, or meeting that is convenient to them, to present their program concerning water usage in town.

Motion by: Vice Mayor, A. Roberts 2nd by: Council Member, W. Salyers

VOTE: Yeas, 4
Nays, 0
Absent, 1-R. Cassell
Abstain, 0

XIV. PUBLIC COMMENT – NEW BUSINESS - None

Mayor Perry closed the public comment session for new business at 7:58 P.M. and opened the consent agenda session.

XV. CLOSED SESSION

Mayor Perry opened the closed session at 7:58 P.M.

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

Motion by: Vice Mayor, A. Roberts 2nd by: Council Member, W. Salyers

VOTE: Yeas, 4
Nays, 0
Absent, 1-R. Cassell
Abstain, 0

XVI. RETURN FROM CLOSED SESSION

Council returned from closed session at 8:39 P.M.

Motion made for Council to return from closed session.

Motion by: Council Member, W. Salyers 2nd by: Council Member, A. Roberts

VOTE: Yeas, 4
Nays, 0
Absent, 1-R. Cassell
Abstain, 0

CERTIFICATION OF CLOSED MEETING – Read by: Walter Salyers

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.

VOTE: Yeas, 5
Nays, 0
Absent, 1-R. Cassell
Abstain, 0

XVII. MOTIONS FROM CLOSED SESSION: There were not motions coming out of closed session.

XVIII. ADJOURN

Motion made to adjourn.

Motion by: Vice Mayor, A. Roberts 2nd by: Council Member, W. Salyers

VOTE: Yeas, 4
Nays, 0
Absent, 1-R. Cassell
Abstain, 0

*Mayor Perry adjourned the meeting at 8:40 P.M., until the next regularly scheduled Council Meeting, on December 11, 2012, at 6:30 P.M.

Frances Perry – Mayor

Kathy Riley – Town Clerk