



**GATE CITY TOWN COUNCIL MINUTES**  
**February 14, 2017**  
**156 E. JACKSON ST.**  
**6:30 PM**

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

**II. ROLL CALL – Town Clerk – Wayne Bledsoe**

**PRESENT: ABSENT:**

Mayor, Frances Perry	yeah
Vice Mayor, Roger Cassell	yeah
Council Member, Allan “Cotton” Roberts	yeah
Council Member, Robin Richards	yeah
Council Member, Wallace W. Ross, Jr.	yeah
Council Member, Ron Kindle	yeah
Town Manager, Greg Jones	yeah
Town Attorney, Michele Brooks	yeah

Others present: David Wright, Debbie Kindle, Matt Clabaugh, Father Jim Brooks, Lisa McCarty, Shawn Lindsey, Eugene McClellan

**III. INVOCATION – Father Jim Brooks**

**IV. PLEDGE OF ALLEGIANCE – Wallace W. Ross, Jr.**

**V. APPROVAL OF AGENDA**

**Motion made to amend agenda, moving Closed Session to first item under New Business.**

**Mayor Frances Perry wishes to refer to VA Code § 2.2-3711 (a)(5).**

Motion by: Council Member, Allan “Cotton” Roberts 2<sup>nd</sup> by: Council Member, Robin Richards

VOTE:                   Yeas,                   5  
                               Nays,  
                               Absent,  
                               Abstain,

**Motion carries.**

**Motion made to approve the agenda with amendment.**

Motion by: Council Member, Allan “Cotton” Roberts 2<sup>nd</sup> by: Council Member, Robin Richards

VOTE:                   Yeas,                   5  
                               Nays,

Absent,  
Abstain,

**Motion carries.**

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

➤ Welcome and Introduction of New Town Clerk, Wayne Bledsoe

**VII. APPROVAL OF MINUTES**

• **Approval of Council Meeting Minutes on January 10, 2017 as presented.**

Motion made to approve Council Meeting Minutes on January 10, 2017 as presented.

Motion by: Council Member, Roger Cassell 2nd by: Council Member, Wallace W. Ross, Jr.

VOTE: Yeas, 4  
Nays,  
Absent,  
Abstain, 1 – Robin Richards

**Approval of Public Hearing Minutes on January 10, 2017 as presented.**

Motion made to approve Public Hearing Minutes on January 10, 2017 as presented.

Motion by: Allan “Cotton” Roberts 2nd by: Council Member, Ron Kindle

VOTE: Yeas, 4  
Nays,  
Absent,  
Abstain, 1 – Robin Richards

• **Approval of Adjourned Meeting Minutes on January 17, 2017 as presented.**

Motion made to approve Adjourned Meeting Minutes on January 17, 2017 as presented.

Motion by: Council Member, Roger Cassell 2nd by: Council Member, Ron Kindle

VOTE: Yeas, 4  
Nays,  
Absent,  
Abstain, 1 – Wallace W. Ross, Jr.

**VIII. APPROVAL OF PAYMENTS**

**Motion made for approval for payment of bills for January 2017**

Motion by: Council Member, Allan “Cotton” Roberts 2nd by: Council Member, Roger Cassell

VOTE: Yeas, 5  
Nays,  
Absent,  
Abstain,

**IX. PUBLIC COMMENT – No Public to comment.**

Mayor Perry closed the public comment session at 6:33 P.M. and opened the consent agenda session.

**X. COMMUNICATIONS**

There were no communications to report.

**XI. CLOSED SESSION**

**Motion made for Council to enter closed session to discuss Spearhead Trail. Mayor Frances Perry wishes to refer to VA Code § 2.2-3711 (a)(5).**

Motion by: Council Member, Roger Cassell 2<sup>nd</sup> by: Council Member , Allan “Cotton” Roberts

VOTE: Yeas, 5  
Nays,  
Absent,  
Abstain,

**Motion carries.**

Council entered closed session at 7:14 PM.

**XII. RETURN FROM CLOSED SESSION**

Council returned from closed session at 8:24 P.M.

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

Motion by: Council Member, Roger Cassell 2<sup>nd</sup> by: Council Member, Allan “Cotton” Roberts

VOTE: Yeas, 5  
Nays,  
Absent,  
Abstain,

**CERTIFICATION OF CLOSED MEETING – Read by: 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**, § 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: Yeas, 5  
Nays,  
Absent,

Abstain,

Mayor Perry opened the closed session at 8:24 P.M.

### XIII. REPORTS

- A. **Engineer's Status Report-** Matt Clabaugh read report and gave updates on the following:
- **Jackson St. Sidewalk:** Final bid is in and sidewalks to be constructed soon.
  - **Sanitation Authority:** Matt stated that with the current rates, it is estimated that the Town of Gate City will need approximately \$86,000 per year to pay the loan within 20 years. Since Gate City ranks high for principal forgiveness, this rate could be extended to 25 or 30 years, lowering the payment for the Town. Mr. Clabaugh also stated that an expected decrease in operational costs also affect this amount.
  - **Sewer GIS Ph. II – GIS Model:** Matt stated that approximately 40% of the Town's manholes are inaccessible, either by paving or being unable to locate them. He is working with Stoney to locate and/or access these manholes.
  - **Water treatment Plant Upgrades:** Mattern & Craig will be replacing all commercial meters measuring 1" and above. They feel this will lead to correction on some unmetered water for the Town, resulting in increased revenues. Details of these plans will be given in the form of a required public notice later.
  - **All other items in the Engineer Report were presented with no additional updates.**
  - **Discussion/Questions:** Council Member Wallace W. Ross, Jr. asked if there were any grant monies available for the replacement of lead piping within the water system. Town Manager, Greg Jones stated he believed there to be no lead pipes within the system. Matt Clabaugh said if lead pipes did exist, grant monies were available for their replacement.
- B. **Manager's Report-** Read Report; advised Council of dates for Music Festivals for Town of Gate City throughout the 2016 calendar year.
- C. **Treasurer's Report** – Report presented. Council Member Allan "Cotton" Roberts asked about a \$6,829 expenditure for garbage truck repair. Town Manager Greg Jones stated he would research into this.
- D. **Council Reports**
- **Council Member Allan "Cotton" Roberts** reported the awaiting of final estimates on cost of having everything removed from the old Theatre. Council Member Allan "Cotton" Roberts also asked if any monies have been recovered through tax liens on the former Co-Op property. Town Attorney Michelle Brooks stated that this would take some time, but that delinquent tax notices are to be sent out within the next 10 days, and after another 30-day period, court action would begin.
  - **Council Member Wallace W. Ross, Jr.** commented on the benefit of early arrival, and thanked the Council for allowing travel a day earlier. The early arrival allowed for Council Member Wallace W. Ross, Jr. and Council Member Ron Kindle to meet with Delegate Kilgore. Council Member Wallace W. Ross, Jr. and Council Member Ron

**Kindle** attempted to meet with Representative Carrico, but was unsuccessful. Council Member Wallace W. Ross, Jr. also reported a meeting with the Tobacco Commission, VDOT, and Tourism. Council Member Wallace W. Ross, Jr. **and Council Member Ron Kindle** said he received compliments on the presentation of pictures and materials related to the Town of Gate City from a neighboring locale. Council Member Robin Richards asked what materials had been presented and what were the outcomes of this presentation. Council Member Wallace W. Ross, Jr. stated that they were some pictures of streets and sidewalks, and that the result of this was a lot of learning and research.

- **Council Member Robin Richards** expressed concerns over unattended children riding bicycles in front of the Jake's Pool Hall business. These children have also been riding bicycles on the sidewalks, and have nearly hit some patrons entering and exiting local businesses. Council Member Allan "Cotton" Roberts mentioned Town Ordinances prohibiting loitering and the riding of bicycles on Town sidewalks does exist.
- **Council Member Roger Cassell** asked about the printing of signs and possible posting of these signs regarding the sidewalk/bicycle ordinance.
- **Mayor Frances Perry** expressed condolences on behalf of the Town Council to Council Member Wallace W. Ross, Jr. concerning the recent death of a family member. Mayor Frances Perry also presented a Times-News article about volunteer firefighters, and expressed her appreciation for the Gate City Fire Department.
- **Council Member Ron Kindle** echoed the mayor's condolences and added additional discussion concerning the matter.

## **XII. UNFINISHED BUSINESS**

- **Approval to purchase Spectrophotometer for the lab at Water Treatment Plant.** Town Manager Greg Jones requests to place this item on next month's agenda.  
**TAKE NO ACTION.**

## **XIV. PUBLIC COMMENT – NEW BUSINESS**

- Police Chief Scott Fink presented Mayor Frances Perry and Town Manager Greg Jones individual Certificates of Appreciation for their support of the Homicide Investigation Training held at Gate City Town Hall February 6-10, 2017.
- Police Chief Scott Fink and Sergeant Justin Miller presented Council with a proposal to renew the Auxiliary Police Program with the Town of Gate City. The program was eliminated due to rule changes requiring Auxiliary officers to complete the same training standards as regular police officers. Sergeant Miller has offered to train the Auxiliary officers for this program. Three levels exist, with Level III being a certified officer, Level II being an armed officer with the same authority as a police officer, yet must be accompanied by an officer. Level I is an unarmed officer, which the department does not wish to pursue. Council Member Roger Cassell inquired about cost and provision of equipment. Town Attorney Michelle Brooks asked if this is a recent rule change and if revisions could cause the program to change. Chief Scott Fink also addressed possible insurance needs. Town Manager Greg Jones said he would research this. **This program would be contingent upon the VML and will be placed on next month's Council agenda.**

## **XV. NEW BUSINESS**

- **Approval to open and transfer \$75,000 from Estil Cemetery Fund to an interest-bearing account.**

Various options were presented from banks and Credit Unions allowing the Council to see which options were available for interest bearing accounts. Council Member Allan “Cotton” Roberts suggested the best option was to enter in to a Money Market account, citing the Council’s availability of access to the fund when necessary. Council Member Allan “Cotton” Roberts also suggested increasing the amount from \$75,000 to \$100,000. Council Member Robin Richards asked about legal restrictions. Town Attorney Michelle Brooks suggested a Letter of Intent be drafted for the Cemetery Association.

**Motion made to place \$100,000 from Estil Cemetery Fund to a Money-Market account.**

Motion by: 2nd by:

VOTE: Yeas, 5  
 Nays,  
 Absent,  
 Abstain,

**Motion carries.**

- **Martin Luther King Day**

Council Member Wallace W. Ross, Jr. advised Council of various localities that celebrate the Martin Luther King, Jr. holiday. He mentioned there was no notice of celebration on the Town’s website, and felt a need for the community to show compassion with the addition of this holiday. Council Member Robin Richards asked for clarification as to what Council Member Wallace W. Ross was suggesting. Council Member Allan “Cotton” Roberts expressed his displeasure with the possibility of adding an additional paid holiday to the schedule without replacing another holiday on the schedule.

**Motion made to add Martin Luther King, Jr holiday to list of pre-approved holidays.**

Motion by: Council Member, Wallace W. Ross, Jr. 2nd by: Council Member, Ron Kindle

VOTE: Yeas, 2  
 Nays, 3  
 Absent,  
 Abstain,

**Motion fails.**

After failed motion, a second motion was made.

**Motion made to replace President’s Day holiday with Martin Luther King, Jr. holiday.**

Motion by: Council Member, Roger Cassell 2nd by: Council Member, Robin Richards

VOTE: Yeas, 5  
 Nays,  
 Absent, 0  
 Abstain,

**Motion carries.**

- **Asbestos Abatement: Gate City Theatre.**

Estimates are still being gathered for this. Place on next month's Council agenda.

**TAKE NO ACTION.**

- **Pay Increase for Council Members.**

Council Member Ron Kindle suggested that more interest in seeking Council Positions may be garnered if the rate of pay were increased. Council Member Allan "Cotton" Roberts asked when the last pay increase had been. Council Members Roger Cassell and Robin Richards both agreed that a pay increase could not become effective until the next General Election. Town Attorney Michelle Brooks affirmed this and referred Council to Virginia Code, which specifically states this.

**TAKE NO ACTION.**

- **Disposal of K9 Unit. REDACT "Disposal". Change to "Adoption"**

Town Manager Greg Jones states this item was back on the agenda due to the inability to list animals on the GovDeals.com website. Council Member Roger Cassell said this dog is a purebred registered dog, and should garner interest in its adoption.

**Motion made to submit to sealed bid for adoption of K9 Unit.**

Motion by: Council Member, Roger Cassell      2nd by: Council Member, Robin Richards

VOTE:    Yeas,            4

          Nays,

          Absent,        0

          Abstain,      1 – Roger Cassell

**Motion carries.**

- **Annual Chamber of Commerce Dinner: Friday, March 3, 2017. Who on the Council will be attending?**

Ron Kindle + 1 guest

Allan "Cotton" Roberts + 1 guest

Wallace W. Ross, Jr. + 1 guest

Roger Cassell + 1 guest

**Total: 8**

- **VML Regional Supper – April 5, 2017 – Marion, VA. Who on the Council will be attending?**

Ron Kindle

Wallace W. Ross, Jr.

Roger Cassell

**Total: 3**

- **VML Annual Conference – October 1-3, 2017 – Williamsburg, VA. Who on the Council will be attending?**

Since this date is 6 months out, Council Members are unable to commit now. Town Manager Greg Jones will reserve 2 rooms, with the possibility of more reservations as more Council Members can express interest in attending. Roger Cassell has request he be allowed to attend the annual Mayor's Conference, which will be held the same weekend.

**XVIII. ADJOURN**

**Motion made to adjourn.**

Motion by: Council Member, Allan “Cotton” Roberts 2<sup>nd</sup> by: Council Member, Ron  
Kindle

VOTE: Yeas, 4  
Nays,  
Absent, 1  
Abstain,

**Motion carries.**

\*Mayor Perry adjourned the meeting at 9:17 P.M., until the next regularly scheduled Council Meeting on March 14, 2017 at 6:30 p.m.

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Frances Perry – Mayor

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Wayne Bledsoe – Town Clerk