



**GATE CITY TOWN COUNCIL MEETING MINUTES**  
**FEBRUARY 8, 2011**  
**156 E. JACKSON ST.**  
**6:00 PM**

**I. COUNCIL MEETING CALL TO ORDER 6:00 P.M.** Mayor Jenkins

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

PRESENT: Mayor, Mark Jenkins  
Council Member, Roger Cassell  
Council Member, Randy Lane  
Council Member, Frances Perry  
Council Member, Wallace W. Ross, Jr.

ABSENT: Vice-Mayor, Tommy Herron

**Others Present:** Town Manager, S. Templeton, Town Attorney, M. Brooks, Andy Miles, Benny Reed, Jo Ann Castle, Dickey Gaines, Mike Click, Anthony Zurvalee

**III. INVOCATION** Benny Reed

**IV. PLEDGE OF ALLEGIANCE** Mayor, Mark Jenkins

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

**VI. COMMUNICATIONS**

**VII. APPROVAL OF MINUTES**

**Motion for approval of Town Council meeting minutes from January 11, 2011**

**Council Member, W. Ross, Jr.** – I have something that I would like to address some questions that is open time to open for questions on the minutes.

**Mayor Jenkins** – Yes, if there are anything

**Council Member, W. Ross, Jr.** – Yes, could you, Ms. Riley, go to page 5 please.

**Town Clerk, K. Riley** – This one on January 11<sup>th</sup>?

**Council Member, W. Ross, Jr.** – Yes, please. Would you start where it says Safety Committee and read from there down to the where Mayor Jenkins says thank you. I want it to be read for the record please.

**Town Clerk, K. Riley** – Page 5? Where am I starting?

**Council Member, W. Ross, Jr.** – Start with the Safety Committee

**Town Clerk, K. Riley** – All the way? Starting with you at the very top?

**Council Member, W. Ross, Jr.** – Correct.

**Town Clerk, K. Riley** – Is there a correction that needs to be made?

**Council Member, W. R. Jr.** - I have some concerns I'd like to address, could you read all that for me please because.

**Town Clerk, K. Riley** – **Reads:** Council Member, W. W. Ross Jr. – Question about the Safety what is the position of the Safety Committee, what does it consist of. Mayor Jenkins – That is mainly making sure, we have a manual that was developed by the Police Department for the Safety Committee to operate off of it. Just, mainly, making sure that we make the employees aware of the safety standards and everything. There are State standards that are implied, that has not been real active. That is something we probably need to Council Member, W. W. Ross, Jr. – Well, if I'm, so you mean it hasn't been perceived before now? Mayor Jenkins – Oh, yes.

Council Member, W.W. Ross, Jr. – I mean, you said it hadn't been much activity about the process? Mayor Jenkins – The development accepted the manual but it hadn't been Council Member, W. W. Ross, Jr. – It hadn't been implemented? Mayor Jenkins – It has been implemented. We need somebody on the Committee to take Council Member, W. W. Ross, Jr. - You just said you had Tommy Herron on the Committee. Correct? Mayor Jenkins – Yes

Council Member, W. W. Ross, Jr. - Okay, so he had been implemented. So, can I ask what is your, what did were your duties, what did you consist of your duties how did you help, I'm trying to acclimate myself to this position. So how do you Vice Mayor, T. Herron – The manual is in place you just enforce it. Anything comes up, that's what you refer to. Mayor Jenkins - We just need to pay a little attention. It's not a lot of extra work load. Vice Mayor, T. Herron – If something comes up you address it. Council Member, W. W. Ross, Jr. – So where is the manual? Mayor Jenkins – I hope it's up here Council Member

**Council Member, W. Ross, Jr.** – Okay, that's good. Thank you.

**Town Clerk, K. Riley** – Is that it?

**Council Member, W. Ross, Jr.** – Yes. Well, this is what I'm trying to understand. When you assigned this position to me, you moved Mr. Herron off that positioned and assigned this position to me. And I've been trying to, you said you had a manual. I've been trying to find where the manual. I talked to Mr. Steve Templeton and I hadn't been able to find anything that verify any minutes, no records of any meetings any kind and so I'm trying to find out for sure now. I got this you said it has from the Police Department that verified that they had training this is a training manual, but this is not a training manual and it doesn't really cover the necessary interpretation of a training manual safety and health. Are you talking about safety and health is that instructions, safe driving, office safety, a lot of areas that you identified in this which I don't quite understand where you mean your safety manual. And you in your own words you said it's in place to go by so I'm having difficult to even find out what you trying to understand. So, it's very difficult for me to prove to approve a minutes when I don't have anything basic to go by.

**Mayor Jenkins** – Are you making an argument that the minutes are incorrect?

**Council Member, W. Ross, Jr.** – Yes, cause you don't have a manual. If you do, I don't have it's nothing in place for me to verify what you said that you everything that you said in your statement you verified that it's a manual in place. It's not, if it is I can't find it. I asked Mr. Steve Templeton for it, I can't find it. So, it's very difficult for me to understand where you're talking about.

**Mayor Jenkins** – But the issue is not with what was stated in the minutes being accurate. That’s what we’re dealing with right now.

**Council Member, W. Ross, Jr.** – Well the minutes – **Interrupted by**

**Mayor Jenkins** - If you want to deal with what I said not being correct later, you may do that. But right now we’re dealing with, are the minutes reflecting what was said. Correctly.

**Council Member, W. Ross, Jr.** – So is this correct?

**Mayor Jenkins** – I don’t see anything there - **Interrupted by**

**Council Member, W. Ross, Jr. and Mayor Jenkins speaking at same time**

**Mayor Jenkins** - that I did or didn’t say. They’re accurate as far as the conversation, yes. Whether the manual has been found or not, really relevant to what was said here.

**Council Member, W. Ross, Jr.** – Well Mr. Herron said that is was and you verified the fact in writing - **Interrupted by**

**Mayor Jenkins** – I will verify in fact, again, that yes there was a manual. I haven’t looked for it, but I will do my best to find it. But that doesn’t say that the minutes are wrong. Are the minutes correct or not?

**Council Member, W. Ross, Jr.** - Oh okay.

**Mayor Jenkins** - My statements may be wrong, but if they are reflected correctly here, that’s all we’re dealing with, right now.

**Council Member, W. Ross, Jr.** – Well, if I approve, if I approve the minutes that I verified that I approved what you just said.

**Mayor Jenkins** - No, it approves that yes I did say it. It doesn’t really approve whether it was accurate or not or whether you feel it’s accurate or not. But, is this not what was said in the minutes?

**Council Member, W. Ross, Jr.** – I’m trying to find out for sure which what is correct so could so okay so I have another question. Can I ask Ms. Brook are we within if I am within the parameter to ask this question or am I based with the type of question that I’m asking at this moment?

**Town Attorney, M. Brooks** – Well, I think the question that the Chairman, the Mayor in this context is whether the minutes are to be approved. I think he stated, accurately, is whether the minutes that you have before you are a reflection of what actually happened at the last meeting. I think it can be dealt with maybe at a later point in the meeting whether those statements are accurate, but I think the question before the Council, at this moment, is it whether that is an accurate reflection of the things that were discussed at the last meeting.

**Council Member, W. Ross, Jr.** – Okay

**Town Attorney, M. Brooks** – If that answers your question?

**Council Member, W. Ross, Jr.** – Thank you.

**Town Attorney, M. Brooks** – I may have misstated that, Mr. Mayor, but I think that is where

**Mayor Jenkins** – That’s, I mean, that’s what I feel like we’re trying to approve is if these minutes are accurate.

**Town Attorney, M. Brooks** – Yes sir.

Motion by: Council Member, F. Perry 2<sup>nd</sup> by: Council Member, R. Cassell

VOTE:	Yeas,	3
	Nays,	1 – W. Ross, Jr.
	Absent,	1 – T. Herron
	Abstain,	0

**Motion for approval of Town Council meeting minutes from January 20, 2011**

Motion by: Council Member, F. Perry 2<sup>nd</sup> by: Council Member, R. Lane

VOTE: Yeas, 4  
Nays, 0  
Absent, 1 – T. Herron  
Abstain, 0

**VIII. APPROVAL OF PAYMENTS**

Motion for approval for payment of bills for January, 2011

Motion by: Council Member, F. Perry 2<sup>nd</sup> by: Council Member, R. Cassell

VOTE: Yeas, 4  
Nays, 0  
Absent 1 – T. Herron

**IX. REPORTS -**

**A. Treasurer’s Report –**

**Town Manager, S. Templeton** – You have a detailed Treasurer’s Report in front of you. The breakdown of the expense and revenue summary is on page one of one. The only thing I thought was significant in this one we are at 58.8% of the fiscal year our total revenues were at 54%. This is the first month this year that we have run slightly behind the budget projections. Our total expenses were 56.46% and that was within our expected expenses. I have told our staff to, and this would be normal this time of the year, to simply make required purchases until we can see how the budget year is going to finish out. Because this is the time when we start to begin our budget process anywhere, so we’d like to see where we are at. Other than that, I didn’t see anything out of order on the treasurer that was significant in the packet there.

**Mayor Jenkins** – Thank you, Steve.

**Council Member, W. Ross, Jr.** – Wait, question. This report reflects on the fact that the we was promised, I think, January the 15<sup>th</sup> some report we were promised a?

**Town Manager, S. Templeton** – That report that we were promised is a budget report from Fiscal Year 07-08

**Council Member, W. Ross, Jr.** – And we were promised a finished, revised of the report by January the 31<sup>st</sup>. This is what February 8<sup>th</sup>? 9<sup>th</sup>?

**Town Manager, S. Templeton** – Yes, that has nothing to do with the Treasurer Report, -

**Interrupted by**

**Council Member, W. Ross, Jr.** – Right, but I’m

**Town Manager, S. Templeton** – Continues with - this particular report here. And we are speaking with the accountants many times a day. In fact, he has been here again today.

**Council Member, W. Ross, Jr.** – What’s the hold up? Why is it taking them so long for them to?

**Town Manager, S. Templeton** – The hold-up is that apparently they don’t have all of the documents from Fiscal Year 07-08. Everyone on the staff has been looking for those documents and has found them piece meal including the mayor and others have assisted in trying to locate those. This was prior to anybody, this staff’s tenure here so I cannot speak for what may have happened in Fiscal Year 07-08 apart from what the records indicate.

**Council Member, W. Ross, Jr.** – Well, if that balance is that's not a balance sheet, this budget could it not be a balanced sheet also?

**Town Manager, S. Templeton** – They also did trial balance on the Fiscal Year 0, I believe we said 08-09 today, maybe the 09-10 and there was very little differences in it and the Treasurer is working with the people who developed the software for this system Accufund, because he feels there is just a few things that was miscoded, not misplaced, but miscoded. I think a difference was maybe \$2,100.00 just at the top of my head. That's nothing in a large budget like this, when it's possibly just miscoded. So, as far as the reflection on this Treasurer's report, I believe this to be completely accurate. As to what we took in this month, what we spent this month in that we are within our budget projections with the exceptions of slightly under 4% on the revenues. The revenues vary, because you have taxes come in one particular time, different taxes, business taxes, etc. So, some months have a surplus and some dip down just a little bit but this is the first year that it has actually dipped under the projection.

#### **B. Codification Committee/Property Maintenance –**

**Town Manager, S. Templeton** – I believe she will be here just a little later. She has a report in here. She has met with Robert Mullins who is our Enforcement Officer that is under contract with us from Wise County. They met and issued some new letters. I can't tell you the total number at the moment had been sent out, apparently, six new violation letters and four from our office. We have a lot of feed-back from the public which I think is a good sign. It may sound negative, but it's a good sign because it's getting their attention and they are beginning to clean these things up. As the weather turns warmer, hopefully within another month I think we'll be attacking a lot of those things. I've actually told the Public Works crew that as soon as weather permits and they're not busy on something else that we'll get started on properties all over town. So, they're ready to do that, particularly the theater building and some of the other properties.

#### **C. Council Reports – None**

#### **D. Economic Development Committee –**

**Town Manager, S. Templeton** – Guess I'm the only one here last night. Mr. Herron is out of town. We met last night and the main agenda was some of the things that have been going on in the past considering trail development. I made a report to them on the trail development. Right now we have a person in our community that's on the Scott County. He's our representative from Scott County on Trail Development for Southwest Virginia. It looks a little more promising, right now that there may be permission granted from the Forest Service for four wheelers access the property on the Jefferson National Forest. In the past it has been pretty much a blanket policy that prohibited that. They are encouraged that we may add that to the trail development from the Hatfield McCoy. Southern West Virginia has asked to join with Kentucky that Legislator has approved that so they'll be, that trail will continue down into Kentucky. The people who are pushing the four wheeler trail in SW Virginia have asked that they can be included to connect to that in some fashion which would certainly be a boom to SW Virginia and Scott County since this is the main point of entry from going south. But that is something positive that we're looking forward to in the near future, I believe. The other item that they have been discussing for a few months is the possibility of a Farmer's Market downtown and they are doing that in conjunction with the Property/Codification Officer and the Mayor so we'll get a report on that later.

**Mayor Jenkins** – Yes, we will.

**Town Manager, S. Templeton** – So that is basically my report.

**Mayor Jenkins** – Thank you, again, Steve.

**E. Engineer's Status Report –**

**Andy Miles** – I think everybody has got a copy of the report. There's really just one topic or issue I just want to cover and stress because there are multiply projects going on and a lot is moving on schedule and different stages. But, on actually Wednesday and Thursday I actually went to Richmond. It's part of the VML/VACO Legislative Day that they have every year when you can go up and see some Legislators and such. As part of that is the opportunity to go by and see the Director of the Health Department drinking water fund. So, the Director, I met with him and one of the assistants, actually one of the technicians as well. They just wanted to provide a face to face up-date on the project or projects. There is actually two active projects as far as construction that the Town has, which is replacing the eight inch line going from the Water Plant going down by the High School

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not done that, the Town could be qualified as being in default on that loan. It might sound like some strong language, but he assured me that the Town of Gate City is not unique. There are other localities that are kind of in the same situation, but they pretty much have to treat everyone the same. That is kind of what they wanted me to convey. I've done what Mr. Pellei wanted me to do. But, he did at the same time he did compliment the Town of the fact looks like you did have the projects are worthwhile. Anytime folks apply to better their community which he says he has many communities that don't even apply for funds. They just kind of wait until things are broken down and are catastrophic for doing things. It wasn't all bad, all negative. I think the general atmosphere of the conversation, the meeting went well. At the same time, there are other people on the priority list that didn't qualify as high, however, if you don't get everything done in the timeframe that you're provided the State has the right to by-pass you and give it to the next person on the list. So, that is kind of where we are at.

**Council Member, W. Ross, Jr.** – Question. When you on this water projects, the main Phase 1 and 2, and Moccasin Hill, I was talking to Stoney and our major, I think our water major water's station is in bad shape. Is that correct? Our main pump?

**Town Manager, S. Templeton** - It could use up-grades but it is perfectly functioning and within the VDH tolerances.

**Council Member, W. Ross, Jr.** – Well, the reason I asked that is since you were applying for money we were going to Moccasin Hills to be paying for a grant so I didn't know why that would be feasible if we need a new pump station are we would we being going in the back door to do one grant when we may go for a major grant to get a new whole system water system to do the whole function of the whole town and to cover all that is what I'm basic directing if we need, you know. That more would mean would that grant us a more feasible application if we went for a bigger piece of the pie instead of the smaller thing, where we would cover every individual in Gate City.

**Andy Miles** – As far as the two projects you have now which are basically ready to go to construction minus the financing part. The reason the state said that scored high is because, two reasons. Number one is get you to have a main line coming from your plant to middle of town which is number one a bottle neck because it's eight inch line and you actually have twelve out in the middle of town. With everybody trying to regionalize, the Health Department is really trying to push to go with the larger diameter lines going from the plant, of course you have the County's plant right down the road there, so that is the other reason for it. But now the other reason is according to Public Works personnel, they fix these lines several times and due to age and the depth and proximity of other utilities, that is your main conduit. If that line goes out then basically you're working off your tanks for storage for as long as that will last. For those reasons that's why this Phase 1 and 2 that's how, at the time, is what we called it. That's how it scored high so that basically that affects the whole town and even out in the County because all the water that comes this direction has to pass through that conduit. Now as far as the Moccasin Hills you inquired about the two most recent applications that you all selected one of them does that it actually up grades or fixes the Moccasin Hills pump station right now to lift water to a new tank that would go on the ridge there. So, it would actually help stabilize the pressure, not just Moccasin Hills subdivision, well actually the whole entire eastern side of town, if that makes sense. Now the other project that you actually accepted money for was actually system wide effect as well replaces all your water meters which some of them are twenty years old. So, I'm sure according to the state their accuracy is probably 20% off. You'll immediately pick your revenue up, but also your water accountability will be up. But the other thing is, that grant also included doing improvements at the plant. Things that haven't been done that probably should have been done. For example: changing your filter media out in your filter beds. They've never been changed. It's like a vacuum if you never change the filter in twenty years you're actually using more energy to drive it through that filter. That's the kind of thing, the two most recent,

actually all the projects that you either have under the way now or have accepted money for have a system wide effect. I mean, some of them do have a local name like Moccasin Hills for identification, but the physical pump station is at Moccasin Hills, but the water will actually lift it up to a tank when the pump station kicks off the water will actually flow not just through the subdivision but out through the eastern part of town. So, it's not just locked up in that subdivision through the control valves and such. Does that answer, help?

**Council Member, W. Ross, Jr.** – Yeah, some of the part of town they're still having a lot of water loss, so I know bad pipes and bad construction that was prior to service years and years.

**Andy Miles** – Now the Health Department does have a new application round coming up. However, they, in the same breath, said well we really don't want to see an application from the Town until you kind of get your finance/audits caught up. Now that's not to say they won't consider it, but they are strongly encouraging to try and get everything caught up what you have through your either under your tentative award now before you try to take on more. Anything else?

**Mayor Jenkins** – Thank you and thank you for going and talking to them or it would have been a total loss.

**Andy Miles** – Mr. Blaise said that he would definitely try to leave Richmond and get down here sometime in the next quarter to visit all the people who have money so we'll try to get as much advance notice so you can actually meet the Director.

**Mayor Jenkins** – Thank you, Andy.

#### **F. Facade Committee –**

**Mayor Jenkins** – We did meet last night and the Management Team met last night. We got six more buildings that are out for bid to get the awards and we are asking for an eight month extension on the project. Because, February 22<sup>nd</sup> was really the end date and the representatives said that they saw no problem at all with getting an eight month extension on the project. But, if the money wasn't spent and the end of that eight months, we're done. I think with all the participates now and another two or three potential participants we will probably have spent all the money that is in the Façade program. It's really going to be up to the Fire Marshall and the County Building Inspector as to whether we're going to be able to go ahead with the upper story housing which is another separate part of that grant. If it can't be done, feasibly, we'll just have to let the upper story housing go. Because what was formally RADA had a whole lot of input into that and with their engineering, they're not sure if it's going to be feasible for the monies that are on the table for it. There is one that we are trying to get approval for right now and two more in line, if the first one falls through. But, hopefully, Helen Smith, which is the current applicant, hopefully her building will go through. They're doing the engineer drawings and approvals right now. If it ends up being two or three million project, she can't pick up what we got allotted of the \$240 sum thousand won't make a dent, so we'll see.

#### **G. Historical Committee –**

**Council Member, F. Perry** – We don't have anything.

#### **H. Manager-**

**Town Manager, S. Templeton** – First item on is the Water Department, we had an emergency repair of the main water line which is a twelve inch line out about a mile and half of the Town limits on Manville Road. A vehicle struck that hydrant in bad weather, it actually tore it lose from



the line. Normally, there's a break-away down a couple feet on these hydrants. It actually tore it off below that, so we lost several thousand gallons before we could get out there and put the repair on that line. The Quillen Heights tank actually overflowed for seven hours due to the failure of its telemetry. All of our telemetry is just getting in bad shape and that's part of the thing that we are looking at to try and replace all the tank telemetry. We had one large sewer leak that was found on just north of the Water Street intersection with Municipal Avenue. Actually, it appeared that, when that Manville Water line was put in, they had hired a contractor who had used a trencher to put that line in and apparently it just through that section and tore out about two feet of that section and no one ever really noticed it. So, it took that long for the sewer line to stop up. Once we located it, and I have to commend the crews on their thoroughness in locating that, we didn't have to tear up all the new pavement down there. Only about six feet, I suppose. They found, exactly, where the break was, dug down to it, found it, made the repair in it in less than half a day and in bad weather at that. They did a great job on that.

Our Engineer, at the request of the Sanitation board, got three estimates for a meter which we will put in to verify our sewer rate, our sewer flow, not sewer rate to the Scott County PSA. Those estimates are there, they range from \$7,700 to \$8,200 and that doesn't include installation, but Mr. Miles said he can assist our crews in actually making an installation.

On Water bills, several bills were in arrears and we were aggressive in going after those this month and we collected some of them that have been in arrears for quite a while.

To bring you up to date on Scott Motel situation, down there which we believe would have been demolished by mid-December. We found that the permit, demolition permit had been pulled by the Scott County Building Inspector. We investigated that. I spoke to him, face to face, and learned that he then rescinded his revocation of the permit and it's ready to go, but the company is out of West Virginia and they are waiting on good weather to come back and complete. All the asbestos has been removed and they are just ready, but we do have a copy of that contract. It's enforceable.

Police Department, we did hire, last month, the new officer. He is now in the academy. He's, I'd like to report to you now. He was Special Forces, over 150 combat missions. He trained Rangers in his last assignment. He actually trained Rangers. One of the requirements of the first day of the Academy is to do a 1 ½ mile run. He, not only was first, he lapped the person he came in second. So, I said, I'm glad to hear that you were dragging your feet and he said actually I was. I would look for him to take home the Physical Fitness Award in sixteen weeks. He's enjoying it. I spoke with him today. He said it's a really good quality of instruction, which I always believed was the case. Some of the activity on the Police Department was done this month. Calls for service, not very much, couple more arrests, fewer summons, that largely attributed to the bad weather. Crime reports were up a couple. Accident reports were down, which is a good thing, people driving a little careful in the snow. DUI arrests remained exactly the same. They had one officer who attended the three day, it's called Survival Spanish. It's basically the commands you give to people who are not who are Hispanic, don't speak English. We had some thefts. We actually had three burglaries on New Year's Day, within hours of each other. We had a pretty good suspect almost immediately. I think three arrests have already been made. It's about thousands of dollars worth of property, a lot of that has already been recovered. We had a bomb threat at Eastman Credit Union which we're investigating that one and that means we have to take statements from everyone that was there, disgruntled employee or ex-employee or family member or somebody that just doesn't like the credit union. We had one serious sexual assault case. It involves the rape

of a 14 year old. We did know who the suspect was. That suspect was arrested by Officer Taylor on Saturday afternoon, after a foot chase, and he is in custody. And that is about for the Police Department report.

**Council Member, W. Ross, Jr.** – Question. Yes, on you said you had a crew, Water Department Crew, that had to do some emergency repair on Manville Road.

**Town Manager, S. Templeton** – Yes

**Council Member, W. Ross, Jr.** - Alright now, there on the safety, was any safety checks or any because I trying to understand that this position, it says construction to safety outside, working outside and these covers the Public Works so was a safety check done to verify that everybody was in compliance with this position?

**Town Manager, S. Templeton** – These individuals that work for that out there have been trained, actually in this facility right here on those types of safety issues that deal with the depth that they are working, deals with the hard hats, the safety equipment, the signage, etc. They were in compliance with all that. It wasn't our vehicle, obviously, that hit it was someone else's vehicle. We're just making the repair and we'll try to recover the damages from the individual's insurance. Our people have been trained in those safety procedures when they are working of VDOT right-a-ways.

**Council member, W. Ross, Jr.** – So, it is a paperwork on those?

**Town Manager, S. Templeton** – Is it what?

**Council Member, W. Ross, Jr.** – Is it paperwork on that on all that training?

**Town Manager, S. Templeton** – There is. We did that training on two different days in here.

**Council Member, W. Ross, Jr.** – Oh, okay.

**Town Manager, S. Templeton** - One was from the Virginia Rural Waterworks Association the other was from a person who is certified as a trainer and an inspector for OSHA and VOSHA, both.

**Council Member, W. Ross, Jr.** – Oh, I don't know who that is, so.

**Town Manager, S. Templeton** – Eddie Joe Estep and he showed me his credentials this week, actually.

Moving on to just the site of Face Book has grown. It has grown an average of two to three hundred members a month, it's up to 2155 and I think people are enjoying the fact that we are on line with most of these things.

Our Business Licenses, we have collected \$66.70 more than we projected for the year. So, we're ahead of that. There are still a few who haven't paid it, so we are going to come in over our revenue on business license.

Meals Tax was down about \$2,000 for the month of January or for December. That's probably because of the high numbers of snow days as well. As soon as the weather turns better, people start eating out more will start collecting more of that.

Property Tax Collections, we have collected 100.22%. That includes, obviously, some delinquent accounts. We still have a little bit to collect for this year, but we'll come in over our expectations on that.

I want to make the Town aware of the fact that we have had a request which we are unable to deny from the Klu Klux Klan to have peaceful assembly on the Court House steps on this coming Saturday at 2:00 p.m. We have checked with the County Administrator, with the Sheriff and with

others and we actually can't deny them that as long as they know they have the understanding they can't get in the road, they can't block access on the sidewalk, a few things like that. I have notified, the next day, the FBI and the Virginia State Intelligence Unit and there is area law enforcement agencies that will be available in case there are any problems and other arrangements we have made for security. Also, I would like to bring your attention to – **Interrupted by**

**Council Member, W. Ross, Jr.** – Excuse me. Is the Court House considered a public place?

**Town Manager, S. Templeton** – It certainly is.

**Council Member, W. Ross, Jr.** – So they can, you can. You can assemble on any public place can you? Right I can come in and have a get permission but I thought the Town would have to vote on making that final decision.

**Town Manager, S. Templeton** – If they were going to be a parade – **Interrupted by**

**Council Member, W. Ross, Jr.** – Oh, not a parade?

**Town Manager, S. Templeton** – **Continues** - and that would involve a vote by Council or approval of the Mayor to have a Parade Permit. They understand that they are not to parade, that this is to give a speech or a series of speeches given on the steps of the Court House. We have researched it pretty thoroughly – **Interrupted by**

**Council Member, W. Ross, Jr.** – So, if they block traffic and anything

**Town Manager, S. Templeton** – **Continues** – No, they can't, no they can't block traffic. –

**Interrupted by and talks over Town Manager, S. Templeton**

**Council Member, W. Ross, Jr.** – Would they be violating anything on the sidewalk?

**Town Manager, S. Templeton** – **Continues** - They can't block passage on the sidewalk, they can assemble on the sidewalk, but if there's passage they'll have to move out of the way. We've gone over this, in detail, with the organizer of this.

**Council Member, W. Ross, Jr.** – Oh

**Mayor Jenkins** – The last time they requested this, I told them that they were free to do whatever they wanted, but we would not offer Police protection. If they wanted to take the chance on someone being disgruntled with them and take action then I've been notified that we have to afford them Police protection. And I

**Town Manager, S. Templeton** – We have to provide for the safety and security of all the public and so our people will be – **Interrupted by**

**Mayor Jenkins** – And free speech allows idiots to talk too, Wallace, that's, I mean – **Interrupted by**

**Council Member, W. Ross, Jr.** – Well, I know the other towns, sometimes don't give other permission so I know that is, but well I was just, I know that free speech is one of the thing that they sent me to war I went to war for and got wounded so I know what you're saying but what I was concerned is is the the face of the Town? I mean with this type of drawn with the knowledge of Face Book computer that is going out and we're having a festival so I hope this doesn't affect the festival that we are sending out a signal that that we are conducive to these kind of things and other people who would want to come to our festival say why I don't want to go there because they have a certain element marching so I just want be sure that we you know that's that's

**Mayor Jenkins** – We researched potential ways to stop this and it cannot be done as far as us staying lawful. I mean it, this has been the first time in probably three years that they have approached, but about three years ago they did approach and – **Interrupted by**

**Council Member, W. Ross, Jr.** – When they come to Gate City a lot, they don't go anywhere else. That's just awful strange. Gate City is the only place they ever attend.

**Mayor Jenkins** – This is supposed to be something in protest of the school board so we have no idea of really what the protest is.

**Council Member, R. Cassell** – Steve on these delinquent taxes, how much longer are we gonna or licenses we're almost back to the next couple years.

**Town Manager, S. Templeton** – I know, I actually spoke to Chris and he was going to get with the new Town Attorney and find out, exactly, what the procedure is to get their IRS reports which we can, I understand we can obtain somehow, the IRS forms that they file to see what they report as income from those businesses and then we can tax them based on that.

**Council Member, R. Cassell** – I understand that we went through this my last term, we have the right that if they don't pay their business license, they'll padlock their door.

**Town Manager, S. Templeton** – I looked for that and I didn't actually see that in the ordinances about doing that – **Interrupted by**

**Council Member, F. Perry** – I believe that's been changed.

**Town Manager, S. Templeton** – **Continues** – I didn't see it.

**Council Member, F. Perry** – We have talked about that one time.

**Council Member, R. Cassell** – That's not fair for some to ride and some not.

**Town Manager, S. Templeton** – I agree, but they'll be either collected or shut down whatever the legal remedy is. See they don't provide us any statement, what so ever, what their sales are. But, we do have some mechanism for obtaining their IRS forms that they file and then they can tell what their gross sales are. On one these, in particular, I mean it's, I would estimate that it is considerable, because you see delivery trucks there all the time. They haven't filed and don't even answer our letters and even when we hand deliver them, they just ignore them. So, that's the three letters.

**Town Attorney, M. Brooks** – We'll certainly look into that. We'll look into it to see what we can do.

**Council Member, R. Cassell** – More revenue.

**Town Attorney, M. Brooks** – Absolutely.

**Town Manager, S. Templeton** – And per Councils request from a month before since we had a limited Council meeting last time, the Gate City signs, we checked those out. We, actually, bought new batteries. They're, actually, relatively inexpensive. It may be that we need to replace a censor/circuit board and I've asked Stoney to find out what the costs are on that particular item because, we had some problems after we put the batteries on but they are working now.

**Council Member, R. Cassell** – This one here stays on, but the one at west end it's hit and miss. It's flashing, but it's on.

**Council Member, W. Ross, Jr.** – Is this set to go off at a certain time down here across the river?

**Town Manager, S. Templeton** – Daylight and dark, it has a photo-cell.

**Council Member, W. Ross, Jr.** – So, when it gets dark it goes off. Oh, okay. Cause I noticed, after eight or nine o'clock it's nothing. So, you don't want nobody else see the Gate City sign after.

**Town Manager, S. Templeton** – It comes on at dark.

**Council Member, W. Ross, Jr.** – I mean it doesn't come on, it's not on cause I come through there eight or nine o'clock and I hadn't seen nothing, that's what I'm saying. It be dark and sometimes I come through there ten and I still haven't anything so I

**Council Member, R. Cassell** – This one down over here has been ever since they fixed it. Going out of town side, west end, has never been on.

**Town Manager, S. Templeton** – But, we replaced those ,too and they were working.

**Council Member, R. Cassell** – The coming in one day it's on, one day it's not. It's not flashing/strobing but it's off and on. This one down here been – **Interrupted by**

**Town Manager, S. Templeton** – That's probably that board that they're looking at and getting prices on.

Trash containers, I was asked to look at uniform trash containers for the Town. The prices that I checked with different vendors they vary from \$79 to \$207 for real heavy duty trash containers

with lids that are automatic and the prices vary based on capacity and quantity that we order, so that is for your information.

I was also asked to check for to see if the vocational school would fabricate and install the railings on the lower side of Jackson Street. I did speak with Randy Bledsoe of the Vocational School. He said it was certainly something they could do, but he suggested an alternative to that which would be cheaper and probably safer and that is to go to some of the muffler shops, give them the dimensions of what we want and they have the heavy aluminum then they can bend it. They'll be no sharp edges, we'll just have our crews put them in the cement the proper way, so we'll get some estimates on that. Those are some the things you asked me to get in December, I guess and that concludes my report.

**Mayor Jenkins** – That took care of the Police Department, Public Works and Water Plant and Water, okay and Manager's Report, thank you, Steve.

#### **I. Park Committee –**

**Committee Member, F. Perry** – We didn't have a quorum for the last meeting, but since we had an abbreviated meeting in the last one and didn't have reports. I would report to you that we had some tree work done at the park. There's not a lot going on down there with the weather, but we had a tree that split and needed something that needed to be trimmed so we spent \$960 out of our budget having those trees trimmed and the one that split having that bolted back together.

**Mayor Jenkins** – Thank you, Frances.

#### **J. Planning Commission –**

**Council Member, R. Cassell** – It's a good thing everyone is sitting down because you don't hear this much from a committee, but the Planning Commission is wanting more to do. There was some concern, a couple of the members, that have been on now about eight months that there has been nothing done, nothing assigned for them to do and one of them expressed concern that maybe that's why people get bored and want off the Planning Commission. I asked Ms. Jo Ann to come if she had some comment on that as well, but one thing Mark and I noticed originally I think you had said we weren't sure if we were going to have the Clinch Mountain Music Fest, per say as it was, if you were going to assign a committee and do it through the Town? I noticed there was a \$5,000 donation, are they going do or are we doing it?

**Mayor Jenkins** – We are, they are handling the funds we are actually doing that and those funds plus probably another \$20,000 from the SW Virginia Community Foundation or from grant or from contributions from the public will do the downtown part. Gate City will have a downtown event. We've already secured the road closure from 5:00 on the evening of July the 10<sup>th</sup>, I mean June the 10<sup>th</sup>, to 9:00 on June 11<sup>th</sup>.

**Council Member, R. Cassell** – Is that something that that was one thing I mentioned that you had appointed a committee and maybe the Planning Commission could help with that undertaking

**Mayor Jenkins** – That would be - **Interrupted by**

**Council Member, R. Cassell** – They were just concerned that they unless Jo Ann explained to them, unless the Council really gives them a job to do there's nothing for them to do. She once said, I've been here for eight months and we really had nothing to do and we'd like to get involved

if Council would like to put for the Planning Commission for help and I thought that would be one good suggestion for maybe Randy to

**Mayor Jenkins** – You know because I thought that the Planning Commission was working more in hand with the Economic Development too. I mean they were even having co meetings or I thought they were having joint meetings for a while.

**Jo Ann Castle** – **Speaking from the back, cannot hear clearly.** Could I add something? This past meeting is the first meeting we have had since last July that we have had a full board, we have our ducks in a row, we have our members together. There really isn't anything unless the Music Festival comes to us that I'm aware of is going on. But the Planning Commission does have the authority to canvass public. We can, actually, publish a request, come to us, tell us what you see, tell us what you think, tell us what you want us to plan for. So we are sometimes blind to what is right in front of us when members of the community will have been talking among themselves. We would still have to be directed by the Town to publish a request for information or ideas. But, we do have the authority to get ideas that way, if you had that possibility. If you have something that you want us to organize, we'd be glad to. Our member who was so righteous to go to work will be on the first sub-committee. I'll see to it.

**Council Member, R. Cassell** – My first night and I've been put on two.

**Jo Ann Castle** – But, if anybody, if any of you, have something that you think the Town could accomplish, if someone, the Planning Commission had the time to get it going.

**Mayor Jenkins** – I'll come to your next meeting.

**Jo Ann Castle** – Can you bring a list?

**Mayor Jenkins** – Yes.

**Jo Ann Castle** – Okay, thank you very much.

**Council Member, R. Cassell** – There was one other thing, I think Michele was going to look a little closer at the by-laws. But, the way it reads, we're required to meet every month and the question was brought up if there's nothing, some of them said we drive, which everybody lives pretty close, but you drive down here stay a few minutes and leave, is there a need to meet every month? Or do we meet every other month?

**Jo Ann Castle** – I found that we can meet every two months, every six months, once a year. It depends on the need, the workload. If you set a schedule for meetings, then you must stay with that schedule. You can't just say, we're not doing anything for this time let's not even meet. You can't do that. You have to have a set meeting schedule, but it doesn't have to be monthly. It can be or any frequency as long as you hold the meeting at the frequency that you said.

**Town Attorney, M. Brooks** – I think and I don't want to speak out of turn but I believe as I read the by-laws we'll have to amend the by-laws if that's what needs to be done. I think the by-laws, as they are written now, require a monthly meeting. If you all want to change that, it certainly can be done.

**Jo Ann Castle** – I got this information, directly from the Virginia Planning Commission board who informed me that we could set our meetings at any frequency. But, we couldn't just arbitrarily decide not to have one this month. But it could be a little as once a year.

**Mark Jenkins** – Thank you. Roger, do you have anything else from the Planning Commission?

**Council Member, R. Cassell** – That's pretty much it. I tried to make notes as we went. That's what they wanted presented.

**Council Member, W. Ross, Jr.** – So the Planning Committee in the last couple years hasn't had any projects at all that they had been working on?

**Council Member, R. Cassell** – That has just been the last few months, no.

**Jo Ann Castle** – I really don't know anything about prior from last July. The Planning Commission has pretty much collapsed in itself. The members have all just drifted away and I don't have any specifics.

**K. Police Department Report** – Included in Manager’s Report.

**L. Public Works** – Included in Manager’s Report

**M. Sanitation Authority** – Included in Manager’s Report.

**N. Street Commission** –

**Council Member, W. Ross, Jr.** – I’m still, I have a, I talked to Roger about the street, Back Street and I talked to Mr. Steve Templeton about that and we had kind of a discussion about that. That street is getting a little bit in bad shape. I’ve been coming, before I got on the board, I’ve been coming to the Town Hall and had some concern about the street and people up there has to so they called and anyway. But, one of the factors is the water is still there. I know they have looked at it and talked about putting a drain system in it. But, one of the thing that people overlook is our children, is that the school bus comes and backs up in there and that’s the only other place they have to get in and get out. And there’s a lot of, it’s so, I hate I know everyone is concerned about our children but our children have to do go into this kind of situation where the bus is big enough to back into this water and then they have to get off there’s about 20-30 children have to do that’s the biggest other place. Then it tears up the ground. So, it needs to be paved for them to be even for them to have a safety factor for their and there’s more traffic comes in at all. It’s like everything else I looked at the streets that have been paved and I don’t sometimes I don’t see as much traffic coming out of them as I do out of that street up there. But, that Back Street is one of the streets I have been coming to for the Town Hall for the last six years. I hope we can get something done about it.

**Town Manager, S. Templeton** – We have discussed this two or three times. We’ve had the engineer look at that there are a couple alternative plans that he put before Council. He asks Town Clerk, what three or four months ago?

**Town Clerk, K. Riley** – November

**Town Manager, S. Templeton** – I don’t know if there was any discussion that involved that other than his presentation. We have to find some place to put the runoff water. I know that you said that you think there is another line there that doesn’t show up on our maps. That being the case as soon as we have an opportunity to go up there to try and identify it without digging up the entire intersection of Manville Road and Cleveland Street, we’ll do that. And we don’t want to pave until we have done whatever necessary excavation has to be done. But, as soon as we can do that and address the water runoff then we’ll be happy to do the paving, particularly at that intersection. Because I know, I’ve looked. I know what you’re talking about.

**Council Member, W. Ross, Jr.** – The whole street up through there is getting in bad shape, really.

**Town Manager, S. Templeton** – Well that’s the decision, you know, you guys will have to make. Not a real heavy traffic count on that particular one and it’s really dangerous to go north –

**Interrupted by**

**Council Member, W. Ross, Jr.** – Well, the children, yeah yeah it’s the children that they have to get out of the bus because the bus come out of there and there’s such a big bus that’s the only other place that so it turns twice in the morning and and that and it come back in there and it destroy the ground, the grass.

**Council Member, R. Cassell** – Is that all you got? I don’t want to interrupt.

**Council Member, W. Ross, Jr.** – Yes.

**Council Member, R. Cassell** – I just got a couple things and I’ll hush. I noticed on the Public Works report there were four instances of people calling about the roads not being scraped. I got a

phone call one morning they called Steve, when Stoney's in town but she knew me and I had another lady talk about and what Stoney told Steve, I think, I'm not blaming Stoney, I think the breakdown is who's calling Stoney. Something has happened in the last year, even before I came on the board. When I get up to go to work in the morning, the streets, at least the hill out there would be clean and I about wrecked twice, myself, coming off that hill and we start getting phone calls here and start getting phone calls at home. If we're relying on the deputies, our officers are here in town something has happened, the breakdown somewhere they're not getting called out like they used to. This lady said I could just about set my clock with morning, she said I could set my clock in the morning when they'd scrape and this up more than 10 o'clock in the morning they hadn't been called.

**Town Manager, S. Templeton** – I think there are two things that affected that. One, was they were relying on the dispatchers to call Stoney and tell them when the roads were beginning to get bad. On one occasion, dispatch did not call. He just got up, saw the snow and started calling his people. Second part of that is that they are beginning to use some of the younger guys as plow drivers, who have not done it before and have not established a route per say. The older guys have a route that they have done hundreds of times and they probably don't miss very many. Even that, with the numbers and occasionally, you can miss one. So, those are the two factors I think affected that and I think they're getting better at it. But someone, and I have calls too, are from people who didn't have their streets scraped and I called Stoney. But, you know, I'm sure Stoney looks at it from perspective that he had done it 20 some years and he needs to train somebody to learn the routes to be able to take that over. Some younger guys, particularly, when you have to get up at three in the morning and work 5-6 hours and come back and do the same thing again the next night. So, I think he's just trying to and I know that some of the weather was bad. But I know some of the times they called him out to scrape and they really didn't do anything for a few hours too. We have one Police Officer working night shift and I think when it gets difficult there rear wheel drive cars and no chains, I think when it gets difficult for them they will call.

**Council Member, R. Cassell** – So they're not relying totally on the deputies?

**Town Manager, S. Templeton** – No, we're really trying not to rely on the deputies as long as we have an officer downtown – **Interrupted by**

**Council Member, R. Cassell** – That was my point, our guys oversee the Town streets before the deputies.

**Town Manager, S. Templeton** – And most of the times whenever I have to drive in, I drive four miles and sometimes it's real tricky. As soon I hit Town limits, it's clear. So, I think they've done an extremely good job on surfaces.

**Council Member, W. Ross, Jr.** – They're doing a better now because 20 years ago, streets didn't even get touched. They're doing a lot better than what they have been. A lot of times we had to slide down the hill or come down

**Council Member, R. Cassell** – I guess this falls under Street Commission. Judy gave me a thing today, this company that sells the decorations. They're offering a third off through the end of February on all merchandise. I talked to Chris today, ten more of the wreaths would finish getting rid of the old bells. In their catalogue, they're \$247 normally, and he figured it up and if you take well round it to 250 times ten, that's \$2,500 you take a third of that, you're saving 800 some dollars. He seems to think he can find it in the budget, if you were interested. I mean, that's a good chunk of change, you're saving almost half. That would finish, that would finish all your wreaths.

**Council Member, W. Ross, Jr.** – So, was that on the Street Committee? Is that on the Street Committee?

**Council Member, R. Cassell** – What?



**Council Member, W. Ross, Jr.** – The streets, the to put the lights up or is that under Street Committee?

**Mayor Jenkins** – I don't really know.

**Council Member, W. Ross, Jr.** – The reason I ask that question I didn't get no information so I just wanted to know where it was on the street cause nobody

**Mayor Jenkins** – Steve, first I will give you the name of a local business man that offered to buy for this end of the Town and let's check with him first – **Interrupted by**

**Council Member, W. Ross, Jr.** – I didn't know if it was Public Works

**Council Member, R. Cassell** – Now is the time to take a third off, even for him if he's willing, it would save him

**Mayor Jenkins** – He made an offer and it was followed up on, so we'll follow up on, so if we follow up on that, I believe

**Council Member, R. Cassell** – This committee used to be called Streets and Sidewalks. So, they are hanging on the streets so where else would you want me to bring it up?

**Council Member, W. Ross, Jr.** – Well, I didn't know, why I didn't get any information. That's the reason I was asking.

**Council Member, R. Cassell** – She just gave it to me when I come in this evening said, here's a coupon. You all want to talk about it.

**Council Member, W. Ross, Jr.** – Well, you said you discussed it with Chris and you -

**Interrupted by**

**Council Member, R. Cassell** – That was about fifteen till five, right before he went home.

**Council Member, W. Ross, Jr.** – Oh. Oh. Thank you then, for that information.

**Council Member, R. Cassell** – I found out about it just about the same time you did.

**Council Member, W. Ross, Jr.** – Well, I just found out about it. So, I ain't heard about it.

**Mayor Jenkins** – Thank you all, we'll continue on with the meeting.

**O. Water Committee** – Included in Manager's Report

**P. Water Plant** – Included in Manager's Report

**Q. Safety Committee** – None

## **X. PUBLIC COMMENT**

**Mayor Jenkins** – We do limit Public Comment to three minutes.

**Dickey Gaines** – Discusses a stopped up sewer line, his and cities, referring to picture from tree roots, explaining the tree is on the public right-of-way. He's asks for Council to pay for part bill, maybe towards the water bill, along with possibly cutting the tree down that is causing the problem.

**Mayor Jenkins** – Asks if the tree is on the Town right-a-way.

**Town Manager, S. Templeton** – States it appears to be and further explains the location of the tree and root system in conjunction with the sewer system. He shows picture explaining area is about 15-20 feet into his yard, not near the right-of-way of where this took place.

**Mayor Jenkins** – Asks if the green line is on our property, explaining he is trying to establish if this is on the Town's right-of-way.

**Town Manager, S. Templeton** – No, it's in the yard.

**Mayor Jenkins** – Questions why our line is that far into property.

**Town Manager, S. Templeton** – Explains just the way the contractor put that in.

**Mayor Jenkins** – Asks if we have easement.

**Town Manager, S. Templeton** – Replies, probably for the green part of it.

**Mayor Jenkins** – Asks Mr. Gaines if it would be okay for him to get clarification and put it on the agenda for the next meeting.

**Dickey Gaines** – States it is fine with him.

**Council Member, R. Cassell** – Asks if this is something for the Sanitation Authority?

**Mayor Jenkins** – Yes, and make recommendations.

**Town Manager, S. Templeton** – We'll do that tomorrow then.

**Mayor Jenkins** - Okay

**Benny Reed** – 1. Compliments the Police Department, specifically, Pat Deskins, regarding his assistance with an individual with no money and took him to the Baptist Church. This leaves a good impression. 2. Sent Frances the link for the 911 web page for Scott County suggesting it would be a good link for the Town's web page and he feels the Daniel Boone Wilderness Trail Association link should be on there too. 3. Discusses his knowledge of a business that was closed due to non-payment of license fees in the last twelve months. 4. Hopes that Council will take copy of Andy's Miles report to Bostic and Tucker regarding the audits and place pressure on them to get audits done. Questions, if we lose that money, how do we replace the main line? Suggests, possible law suit.

**Mayor Jenkins** – States they are well aware and may have made them too mad, informing him lawsuit would be the next step.

**Anthony Zurvalee** – Questions Council on plans for the Police Chief vacancy.

**Mayor Jenkins** – Informs him Personnel Committee is working on that.

**Anthony Zurvae** – Explains he's retired Police Officer and his continued interest in the vacancy.

Mayor Jenkins closed the public comment session at 7:17 P.M. and opened the consent agenda session.

## **XI. UNFINISHED BUSINESS -**

- **Hope House – Has Town Attorney received decision from Attorney General**

**Mayor Jenkins** – I do believe we have an answer and that answer is?

**Town Manager, S. Templeton** – Okay, I spoke with Mr. Pierson who is with Rural Development and he had his superiors check this out. His answer is that as we have been doing it, is not the proper way to do it. What we have to do, according to their guidelines, since we have taken Rural Development funds we can't give water away. We can, as a Council, we can have certain benevolent acts. But we have to bill them for the water and they have to pay the water bill. Now if you were to choose to say, their water bill is \$200 this month, we'll give them \$200 in benevolence. You can vote to do that, obviously as a Council. But we cannot give it to the Hope House or the Fire Department or anyone else. It has to be

billed. If it is commercial, it has to be billed commercial. If it's residential, we'll have to bill them at the residential rate. That is the ruling from the Department of Agriculture.

**Mayor Jenkins** – Thank you, Steve. I'd like to put that on the agenda of whether the Council wants to address providing funding for the Fire Department and Hope House to help them with their benevolence or their bills. We can't continue to provide water.

**Council Member, F. Perry** – Have they been informed of this?

**Town Manager, S. Templeton** – We were waiting on tonights

- **Fire Department – Does Town continue to pay Fire Department water bill or turn this over to Fire Department** – Same as above with Hope House.
- **Heritage Video Funding**

**Mayor Jenkins** – Another round has not come up, so if it's okay we'll just keep tabling that until the funding does come up. As soon as there is another link or another grant, I'll forward that or have that link forwarded to each Council member. But there is nothing new happening with that funding.

## **XII. NEW BUSINESS -**

- **Discuss quotes received for a sewer meter to be installed in a manhole just prior to SCPSA sewer lift located at the former Gate City sewer treatment plant site.**

**Mayor Jenkins** – That is the quotes that Andy provided us earlier for the meters, the three quotes.

**Council Member, R. Cassell** – We have yet to receive a calibration, so we don't know

**Town Manager, S. Templeton** – They basically ignore that.

**Council Member, R. Cassell** – That was how that came up, we have no proof that what's going through is accurate.

**Town Manager, S. Templeton** – And we don't get monthly statements. Sometimes they'll wait two months or maybe three months before we get a statement. And we look at each item on there, we don't really know, unless we have our own meter on there, we're pretty much at their mercy.

**Mayor Jenkins** – Michele, will you review the contract and see what action we can take to get them to honor their contract, please.

**Town Attorney, M. Brooks** – Yes, sir.

- **Farmer's market.**
- 

**Mayor Jenkins**- To give everyone a little headway on this, what has happened, I met with a lady from the Tobacco Commission and she said for us to be considered for grant monies from the Tobacco Commissioner, probably for anybody else to get any funding for a Farmer's Market or anything down at the parking lot that we needed to show something that we are trying to do it on our own. And that would be about 90% of what they take into consideration, because Andy has worked up a good plan, along with Economic Development of having a consensual design of having what the market would look like and the multiple purpose area would look like. I have talked to Amy and asked if she would do a little research, get some stuff together and show what we could possible do with the current flea market on Saturday

mornings, possibly to start. I mean to set up tents or whatever to have an open air farmer's market and she's developed some pretty good guidelines, rules, policies and procedures. This isn't, actually, try to undercut the Economical Development project or anything, it's just hopefully to compliment it a little bit. If Amy would like to present that to everybody, she has done quite a bit of work on that and it's

**Council Member, W. Ross, Jr.** – Well, that would be a good project for the Planning Committee, wouldn't it?

**Mayor Jenkins** – That might have been a good project for them.

**Council Member, W. Ross, Jr.** – For the Planning Committee, I believe that would be just what they need.

**Mayor Jenkins** – I'm sorry, I thought the Planning Commission had a lot going on. I know when I sat on the Planning Commission, that was the busiest – **Interrupted by and speaking at same time as Mayor Jenkins**

**Council Member, W. Ross, Jr.** – Well, yeah

**Mayor Jenkins** – Continues – because there's long range planning and a lot of things that need to be done we even have to develop a five-year plan.

**Town Manager, S. Templeton** – We just finished that.

**Mayor Jenkins** – Okay

**Town Manager, S. Templeton** – That was in conjunction with Economical Development.

**Mayor Jenkins** – I thought all of that had to be done.

**Town Manager, S. Templeton** – We did and we had certain ordinances just a few months before that that they had approved and sent to Council. It's just a slump, that's all it is.

**Council Member, R. Cassell** – While she's getting ready, can I just ask one question? Can the Sanitation Authority act on that meter without Council approval if we want to do it?

**Mayor Jenkins** – That would be, I mean that would really be the Sanitation Authority's call. I mean that is an authority, it's not, I mean it's a voting board so, yes.

**Town Manager, S. Templeton** – I think the money is in there for that type of thing.

**Council Member, R. Cassell** – I mean, since we meet tomorrow night I wanted to clarify if we whether we had to have Council – **Interrupted by**

**Mayor Jenkins** – We just commission that, you all have the authority, you have

**Council Member, R. Cassell** – Okay, okay because, I think, we're in good shape.

**Property Manager, A. Page** – Provides a power point presentation regarding the Farmer's Market, which is attached, with questions and comments to follow afterwards.

**Mayor Jenkins** – I guess my comment is, thank you for getting this together so quickly and doing all that research because it's very important that we get ready for funds for these grants. And, Andy have we already applied, we have applied for one, haven't we? Oh, that, Rob did that though.

**Andy Miles** – Speaking from the back, the application has not been submitted, yet. Last night, I was unable to attend, but we tweaked the plan that's up there, assembled cost estimates and all that that has to go into it, Rural Development application. So, which ever authority wants to submit the application will have to sign some paperwork. And, that's actually through the USDA Department of Agriculture. That one is separate from what Amy is showing here. So, I encourage you, especially if they don't have an equal match to be an equal opportunity requester, fill out applications as much as you can and see what you get. It doesn't hurt to apply.

**Council Member, R. Cassell** – Are you looking at the parking lot? What about the shape the pavement is in?

**Mayor Jenkins** – We would have some green areas there. We can, currently, use what is there. It's usable. We may have to do a little patching, but it is usable.

**Benny Reed** – Mr. Mayor, can I comment on this since this is new business?

**Mayor Jenkins** – Yes, because I have do have public comment under new business. Yes you may for three minutes.

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

**Benny Reed** – Explains he is frequent visitor to the Farmer’s Market in Kingsport, Churchill and Rogersville. Recommends the Market should be done in the morning versus evening. Thinks the market is great, is something that we need and prefers to support Scott County.

**Town Manager, S. Templeton** – If I can make one comment. I spoke with some vendors who expressed the desire to have ours on perhaps a different day from Kingsport because as they are growing these crops this material comes in on a day to day basis and they are out very early to gather this stuff. So they said if we had a different day from Kingsport, it would benefit the growers. They gather it every day, so they would like another venue obviously to sell their product.

**Council Member, W. Ross, Jr.** – Planning Commission, that would be a good job for them.

**Mayor Jenkins** – What I would like is Council’s approval to pursue this. Is there a motion?

Motion made to pursue a Farmer’s Market for Town of Gate City.

Motion by: Council Member, R. Cassell 2<sup>nd</sup> by: R. Lane

VOTE: Yeas, 4  
Nays, 0  
Absent, 1 – T. Herron

Mayor Jenkins closed the public comment session for new business at 7:36 P.M. and opened the consent agenda session.

### **XIV. CLOSED SESSION**

Mayor Jenkins opened the closed session at 7:37 P.M.

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

Motion by: Council Member, F. Perry 2<sup>nd</sup> by: Council Member, W. Ross, Jr.

VOTE: Yeas, 4  
Nays, 0  
Absent 1 – T. Herron

### **XV. RETURN FROM CLOSED SESSION**

Council returned from closed session at 9:25 P.M.

Motion for Council to return from closed session.

Motion by: Council Member, R. Cassell 2<sup>nd</sup> by: Council Member, F. Perry

VOTE: Yeas, 4  
Nays, 0  
Absent 1 – T. Herron

**CERTIFICATION OF CLOSED MEETING**

**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 – T. Herron

**XVI. MOTIONS FROM CLOSED SESSION:**

Motion made, in lieu of Mr. Templeton’s temporary medical leave, to make Mayor Jenkins be appointed as acting Town Manager in his absence.

Motion by: Council Member, F. Perry 2<sup>nd</sup> by: Council Member, R. Cassell

VOTE: Yeas, 4  
Nays, 0  
Absent 1 – T. Herron

Motion made for the Clerk for the Town of Gate City salary be raised to \$10.00 hour.

Motion by: Council Member, R. Cassell 2<sup>nd</sup> by: Council Member, R. Lane

VOTE: Yeas, 4  
Nays, 0  
Absent 1 – T. Herron

Motion made for the Property Maintenance and Codification Manager salary be raised to \$10.00 hour.

Motion by: Council Member, R. Cassell 2<sup>nd</sup> by: Council Member, W. Ross, Jr.

VOTE: Yeas, 4  
Nays, 0  
Absent 1 – T. Herron

Motion made for the Town to sell the Starnes building at some future date, to be determined.

Motion by: Council Member, F. Perry 2<sup>nd</sup> by: Council Member, R. Lane

VOTE: Yeas, 4  
Nays, 0  
Absent 1 – T. Herron

**XVII. ADJOURN**

Motion to adjourn the meeting until the next regularly scheduled Council Meeting, March 8, 2011, at 6:00 P.M.

Motion by: Council Member, R. Lane 2<sup>nd</sup> by: Council Member, W. Ross, Jr.

VOTE: Yeas, 4  
Nays, 0  
Absent 1 – T. Herron

\*Mayor Jenkins adjourned the meeting at 9:30 P.M.

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Mark Jenkins – Mayor

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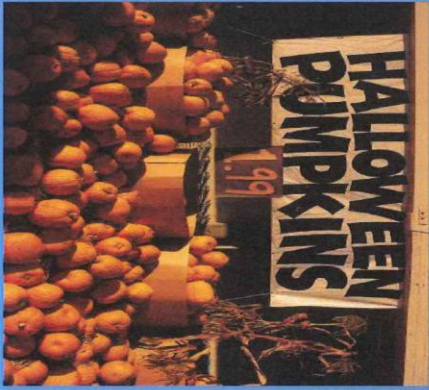
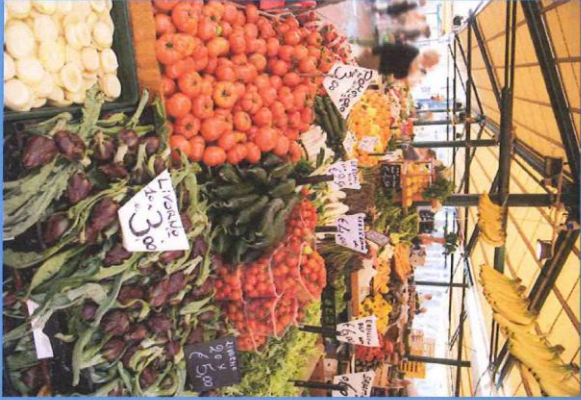
Kathy Riley – Town Clerk



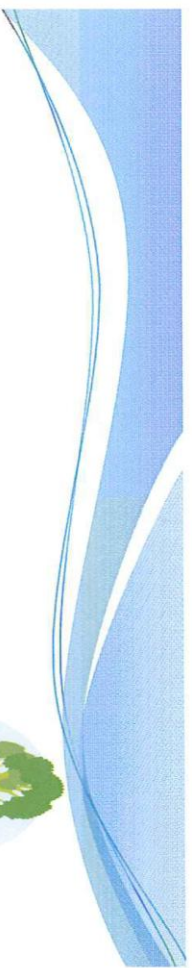
# Gate City's



# Farmers Market







## Statement of Purpose:



- Primarily to offer area farmers the opportunity to market their farm-raised plants, produce, meat and homemade goods to the public.
- Creates the opportunity for consumers to support their local farmers and producers.

Vendors in the region, to include the

following counties:



- Scott
- Russell
- Wise
- Lee
- Dickenson
- Tazewell
- Buchanan
- Washington



- Sullivan
- Johnson
- Carter
- Unicoi
- Washington
- Greene
- Hawkins
- Hancock

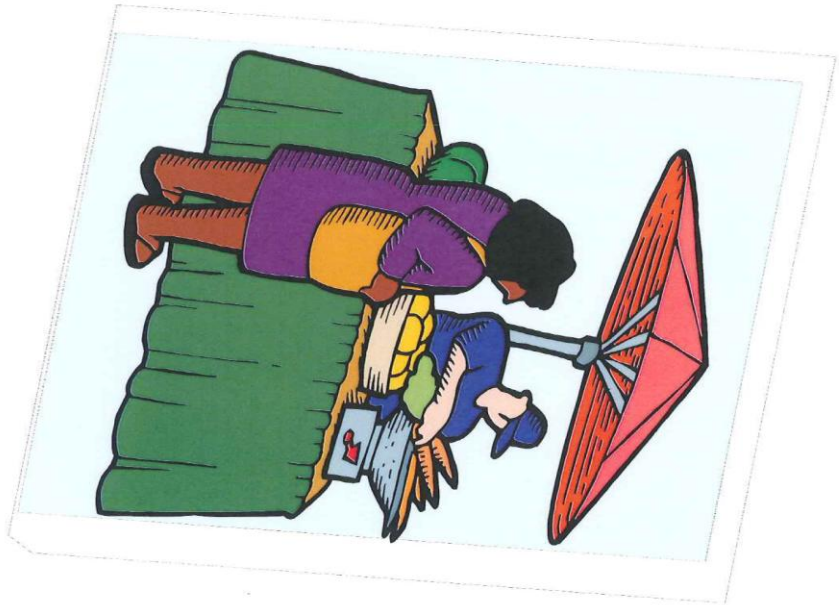


## Compliance with all Health Department and Department of Agriculture Guidelines

- Sole responsibility of the VENDOR
- Vendors must demonstrate to the Market Manager their compliance with all guidelines.
- All vendors who are planning to sell prepared food should contact (Chris Salyer) the Virginia Department of Agriculture and Consumer Safety to discuss how to comply with current inspection requirements. (276-220-3210)

Vendors must provide their own equipment and set-up materials for display.

Vendors must remove all trash and leave their space clean at the end of the day.





## Dates and Hours of Operation

- April 30 – October 29, 2011 (Saturdays)
- Hours: 7:00 a.m. – 12:00 p.m.
- No selling before or after Market Hours





## FEES

- Membership Fee: \$20.00 per vendor
- Full Season License: \$200.00 (\$70.00 Savings for Full Season)
- Daily Vendor (setting up for one day only): \$10.00 per space



## Vendor Application

- Must be completed prior to selling at the Farmers Market.
- Must include name/farm name, location of farm, and featured products.
- All fees must be paid in full with the application.
- By signing the application and submitting the fees, the seller agrees to abide by all policies and rules of the Farmers Market.



## Appalachian Farmers Market

### Association

- Operates to support and sustain a viable network of community Farmers Markets throughout the Appalachian region of east Tennessee and western Virginia.
- A volunteer organization comprised of representatives from each participating Farmers Market.
- The 3<sup>rd</sup> Annual AFMA Conference and Winter Market will be held in Bristol, TN on March 5<sup>th</sup> from 9 am – 5 pm.
- This conference will provide support and mentoring for new and emerging Farmers Markets in our region.





# Funding Opportunities

- **USDA - Agricultural Marketing Service**
- **Farmers Market Promotion Program**
- **Type:** Competitive Grants
- **Max Award:** \$100,000
- **Example:** Appalachian Sustainable Development of Abingdon, Virginia, received \$69,000 in 2008 to expand 12 regional farmers markets by training and mentoring local farmers interested in joining the markets, as well as by purchasing equipment so that the markets could accept SNAP and WIC coupons from low-income residents for fresh fruits and vegetables.



## Agricultural Marketing Service Grant

### Programs

- **The Farmers Market Promotion Program**-- This program, or FMPP for short, was created through a recent amendment of the Farmer-to-Consumer Direct Marketing Act of 1976. The grants, authorized by the FMPP, are targeted to help improve and expand domestic farmers markets, roadside stands, community-supported agriculture programs and other direct producer-to-consumer market opportunities.



## The Farmers Market Promotion Program

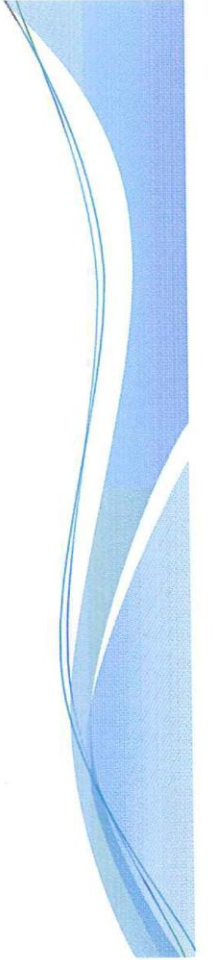
- Approximately \$5 million is allocated for FMPP for Fiscal Year 2010 and \$10 million for Fiscal Years 2011 and 2012. **The maximum amount awarded for any one proposal cannot exceed \$100,000.** Entities eligible to apply include agricultural cooperatives, producer networks, producer associations, **local governments**, nonprofit corporations, public benefit corporations, economic development corporations, regional farmers' market authorities and Tribal governments.



## Grant Details

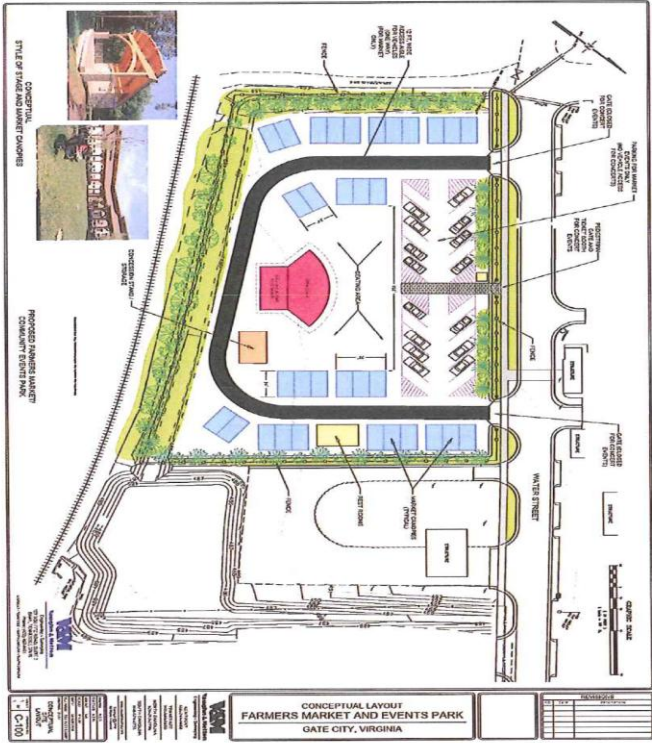


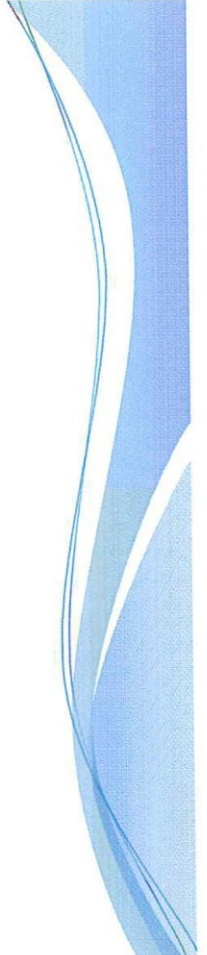
- Grant awards are limited to \$100,000, with a minimum award of \$2,500. Matching funds are not required. AMS will announce awards in September and funds will become available beginning in October. Projects must be completed within 24 months.
- An applicant that has received an FMPP grant must “sit-out” the next funding cycle, i.e., if the grant is awarded in FY2011, the applicant may not reapply until FY2013.



# Conceptual Draft for Farmers Market/Community Events Park

Andy Miles with Vaughn & Melton and EDARC currently working on the structure and design





# Questions/Comments?



















