



**GATE CITY TOWN COUNCIL MINUTES**  
**February 09, 2016**  
**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 – Amanda McKenna**

**PRESENT: ABSENT:**

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

Others present: Cody McElroy, Mattern & Craig

**III. INVOCATION- Mayor, Frances Perry**

**IV. PLEDGE OF ALLEGIANCE – Chief, Scott Fink**

**V. APPROVAL OF AGENDA**

**Motion made to approve the agenda.**

Motion by: Vice Mayor, Allan Roberts 2<sup>nd</sup> by: Council Member, Robin Richards

VOTE:       Yeas,       5  
              Nays,  
              Absent,  
              Abstain,

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

➤ **Officer of the Month- Dustin Folk**

**VII. APPROVAL OF MINUTES**

- **Council Meeting on January 12, 2016 as presented?** Mayor, Frances Perry approved as presented.

**VIII. APPROVAL OF PAYMENTS**

**Motion made for approval for payment of bills for January, 2016.**

Motion by: Council Member, Roger Cassell 2nd by: Vice Mayor, Allan Roberts

VOTE: Yeas, 5  
 Nays,  
 Absent,  
 Abstain,

**IX. PUBLIC COMMENT**

Mayor Perry closed the public comment session at 6:35 P.M. and opened the consent agenda session.

**X. COMMUNICATIONS**

**XI. REPORTS**

**A. Engineer’s Status Report-** Cody McElroy asked if there were any questions about report. No questions from Council.

**B. Manager’s Report-** Read Report.

**C. Treasurer’s Report** – Council Member, Wallace W. Ross, Jr. asked about salary changes and Town Manager, Greg Jones stated that there were no changes; there just looks like one because of the timing of the payouts.

**D. Codification Committee/Property Maintenance-** Town Attorney, Michele Brooks stated that Property Maintenance Inspector, Amanda McKenna and she were working on a few properties, but nothing major developing.

**E. Police Department Report**

**F. Council Reports** – Council Member, Robin Richards stated that there were many Animal Control issues that needed to be addressed. When Animal Control has been called and their response is that they have to wait until a person is bitten before they will do anything, is the wrong answer. She would like to see the town have a better avenue. Vice Mayor, Allan Roberts stated that he thought there was something we could do. Council Member, Roger Cassell questioned if it would help to go to the Board of Supervisors? Vice Mayor, Allan Roberts stated that the Council should talk to Joe because he is our representative there. Town Attorney, Michele Brooks stated that we have already modeled our ordinance after theirs. They need to realize that the Town is still part of the County. Police Chief, Scott Fink stated that we may need to start thinking about having a part-time Animal Control Officer in town. Council Member, Robin Richards stated that it is just sad that people come in and we can’t help them. Mayor, Frances Perry stated that she would go before the Board of Supervisors. Police Chief, Scott Fink stated that he would get the Animal Control type of calls that the City has received from dispatch. Council Member, Robin

Richards stated that there has also been a lot of talk about the Dollar Store being closed. She did not realize how many people utilize that store everyday. Town Manager, Greg Jones stated that he was on top of it. He stated that he just had a feeling that there was something wrong with the reasoning that they gave for closing the doors. Council Member, Wallace W. Ross, Jr. stated that he thought they had reported mold. Mayor, Frances Perry stated that you can hear anything on the streets. Council Member, Wallace W. Ross, Jr. read a report he had received from his VML trip. He further discussed other VML trips that would be coming up later in the year. He further stated that he had a “glitch” when he went to the hotel. He stated that they had the reservation for the 26<sup>th</sup> and 27<sup>th</sup>, but the hotel had the reservation as the 27<sup>th</sup> and 28<sup>th</sup>. They were unable to switch the dates so he had to get 1 room for the night of the 26<sup>th</sup> and then re-do the whole process to get his room for the 27<sup>th</sup>.

**G. Economic Development Committee** – Vice Mayor, Allan Roberts stated that there has been a young man walking around trying to put up posters about a recreation center opening on Friday. Town Manager, Greg Jones stated that he was not aware of anything that had been approved to that fact.

**H. Historical Committee**

**I. Park Committee** – Vice Mayor, Allan Roberts stated that the group had met and have discussed some playground equipment. He believes the Civitan will be presented with the information about the new equipment and also grill information very soon. Council Member, Robin Richards stated that as we come into Spring there will be another season of parking issues down at the park. Council Member, Roger Cassell asked if we have been working on our letter to the school? Town Attorney, Michele Brooks stated that she has been working with their attorney.

**J. Planning Commission**

**K. Public Works**

**L. Sanitation Authority-** Council Member, Roger Cassell asked Cody McElroy to step up and talk about the Sewer Mapping that will be on the Sanitation Authority Agenda for the next meeting. Cody McElroy stood up and explained that it would be much easier for the Town Crew to find blockages as the current maps are approximately 30 years old.

**M. Street Commission-** Council Member, Wallace W. Ross, Jr. asked when we would be able to start patching the pot holes in town. Town Manager, Greg Jones stated that this would be addressed through budget.

**N. Safety Committee** – Council Member, Wallace W. Ross, Jr. stated that he and Town Manager, Greg Jones have met with different vendors that offer some different types of push notifications through Google which would be what we were looking for in terms of advanced warning systems. This will work for weather or missing children or even Town Council Meeting notification reminders.

**O. Water Plant**

**P. Events Committee**

**XII. UNFINISHED BUSINESS**

- **Vehicle Use Policy**

Council Member, Wallace W. Ross, Jr. questioned why this policy needed to be drafted as there was already a policy in place. He feels as though the Town Manager, Greg Jones has asked Town Attorney, Michele Brooks to create this document in order to not pay him (Mr. Ross) for the VML or town trips that he attends. Town Attorney, Michele Brooks stated that she was only creating a document that she was asked to create. She has researched other municipalities big and small, corporate and state polices to be able to create this document as a starting point. It could be approved, denied, tabled, or there could be changes made as she was just writing up a suggestion. Council Member, Wallace W. Ross, Jr., stated that he had spoken with Mrs. Brooks about being turned down on 2 different occasions for travel pay by Mr. Jones. Town Attorney, Michele Brooks stated that she was not comfortable giving him, as an individual, legal advice as it would be a conflict of interest as she is already employed by the town for legal counsel. Mayor, Frances Perry stated that she read the current policy as pertaining to full time Town Employees rather than Council. Vice Mayor, Allan Roberts stated that the whole point was to minimize the cost to the town of Gate City. Council Member, Wallace W. Ross, Jr. stated that that was what he was trying to do by not taking a paycheck. He further questioned how many times had he actually asked for compensation for travel? Council Member, Roger Cassell stated almost all of them. Council Member, Wallace W. Ross, Jr. stated prove it to me that I took payment. Seldom times I ask for anything. He further asked Mr. Cassell to create a report of the times he has taken payment and prove it. Mayor, Frances Perry stopped all conversation and stated that this issue would be tabled until the next meeting allowing the Council enough time to look over everything and give any suggestions that they want to Town Attorney, Michele Brooks.

**Motion made to TABELLED until March 8, 2016.**

**XIII. NEW BUSINESS**

- **Request for Proposal: (2) Double Steel Doors at the Water Treatment Plant**  
**Motion made to get a request for proposal for 2 Double steel doors for the water treatment plant.**

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

VOTE: Yeas, 5  
Nays,  
Absent,  
Abstain,

- **Request for Proposal: (2) Flat Roofs (Reclaim and Pump Buildings)**  
**Motion made to get a request for proposal for 2 Flat roofs.**

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

VOTE: Yeas, 5  
Nays,  
Absent,  
Abstain,

- **Request for Proposal: Repair/Reconstruct sidewall of the Scott County Historic Society building facing the Broadwater Drug Parking Lot.**

**Motion made to get a request for proposal to repair/reconstruct sidewall of the Scott County Historic Society building.**

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

VOTE: Yeas, 5  
Nays,  
Absent,  
Abstain,

- **Public Hearing: FY 2016 Budget Revision**

**Motion made to hold a Public Hearing on March 8, 2016 at 6:30 pm for the Budget Revision.**

Motion by: Vice Mayor, Allan Roberts 2nd by: Council Member, Roger Cassell

VOTE: Yeas, 5  
Nays,  
Absent,  
Abstain,

- **Public Hearing: Special Use Exception Request. A request has been received to locate a single wide trailer in a R-2 Zoning area.**

**Motion made to hold a Public Hearing immediately following the Budget Revision Hearing on March 8, 2016.**

Motion by: Council Member, Roger Cassell 2nd by: Vice Mayor, Allan Roberts

VOTE: Yeas, 5  
Nays,  
Absent,  
Abstain,

- **Transfer \$21,559 from Capital Outlay 001 000 1030 to General Fund 001 000 1010 = FY 2015 Funding Portion of the Town Hall Roof Replacement.**

**Motion made to approve the transfer of \$21,559 from Capital Outlay to General Fund for the Town Hall Roof Replacement.**

Motion by: Vice Mayor, Allan Roberts 2nd by: Council Member, Roger Cassell

VOTE: Yeas, 5  
Nays,  
Absent,  
Abstain,

**XIV. PUBLIC COMMENT – NEW BUSINESS – No Public Comment.**

**XV. ADJOURN**

**Motion made to adjourn.**

Motion by: Vice Mayor, Allan Roberts 2<sup>nd</sup> by: Council Member, Walter Salyers

VOTE: Yeas, 5  
Nays,  
Absent,  
Abstain,

\*Mayor Perry adjourned the meeting at 8:03 P.M., until the next regularly scheduled Council

Meeting on March 8, 2016, immediately following the Public Hearing for Special Exception and Use Request.

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Frances Perry – Mayor

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Amanda McKenna – Town Clerk