

TOWN COUNCIL MINUTES



Gate City Town Council Minutes
March 12, 2019
156 E Jackson St
6:30 PM

I. COUNCIL MEETING CALLED TO ORDER AT 7:12 P.M. BY: Mayor - Frances Perry

II. ROLL CALL – Deputy Town Clerk – Lisa Loggans

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

Others present: Marley Brooks, Chief Terry Sivert, Joe Morton; Heart of Appalachia, Jason Snapp, Bob Richards, Debbie Kindle

III. INVOCATION – Reverend Bob Richards

IV. PLEDGE OF ALLEGIANCE - Chief Terry Sivert

V. APPROVAL OF AGENDA – Cancel Council Appointment for Courthouse Facilities Committee (completed at a previous Board of Supervisors meeting: completion validated by Mayor Frances Perry)

Motion made to approve the agenda.

Motion by: Allan “Cotton” Roberts

2nd by: Roger Cassell

VOTE: Aye, 5
Nay,
Absent,
Abstain

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

- Introduction of new part-time temporary employee Lydia Lane by Town Manager Greg Jones

VII. APPROVAL OF MINUTES

• **Approval of February 12, 2019, Town Council Minutes**

Motion made to approve minutes as presented.

Motion by: Allan “Cotton” Roberts

2nd by: Ron Kindle

VOTE: Aye: 4
Nay:
Absent:

Abstain: 1

VIII. APPROVAL OF PAYMENTS

Motion made for approval for payment of bills for February 2019.

Motion by: Ron Kindle
2nd by: Allan “Cotton” Roberts
VOTE: Aye: 5
Nay:
Absent:
Abstain:

IX. PUBLIC COMMENT (Will be limited to 3 minutes per speaker.)

Mayor Perry closed the public comment session at 7:23 P.M. and opened the consent agenda session.

X. COMMUNICATIONS - NONE

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

A. Engineer’s Status Report – Jason Snapp Urgent Sanitation Committee Meeting 3/18/2019 Monday at 6:00 p.m.

DEQ Sewer I&I Rehab Job: We have received VDOT and DEQ approval to advertise. All Easement have been signed and will now need to be filed by the Town. There have been discussion between the Town, DEQ, and M&C to determine whether to move the project forward now without the creek crossing at Magnolia Ave or to wait for permit approval and leave the Magnolia Ave. section in the contract. We’ll get Sanitation Authority’s input concerning this matter and proceed accordingly. If the Town decides to leave the section in M&C will solicit a revised endangered species survey scope and fee to cover all needed species investigation required by FWS and DGIF, this route will put the project advertisement on hold for approximately one year. If we delete the Magnolia Ave section the project would most likely advertise mid-summer.

Water Treatment Plant Upgrades: The roofing, water meters, SCADA, and backwash control systems have all been installed. The Clearwell Baffles have been approved for construction and should be installed shortly, the doors are still under the review phase by VDH concerning AIS Certification. There have been minor issue with a few water meters and some issues with the SCADA system that will be addressed at the next progress meeting. We have identified an alternate to the existing flow controls at the water plant and have submitted a change order to VDH to include this work in the current project. Once this work is approved it will take approximately 6 weeks to install. Substantial Completion was scheduled for Jan. 11th. This date was not met by the contractor and they have submitted a time extension request. Any damages will be discussed upon the conclusion of the project.

Asset Management Plan: M&C to submit a preventative maintenance and operational plan for the Town to extend the life and performance on their assets to VDH. The plan will also include an inventory of all the Town’s assets associated with its waterworks system. M&C will finalize the plan as the WTP Project gets underway in the next couple of months.

H/C Ramp HSIP Project: All environmental agencies have responded and the appropriate paper work has been submitted, VDOT has now cleared the environmental document. Final plans have been resubmitted to VDOT as comment were addressed. Once we receive approval to advertise the Town will be required to advertise for a minimum of 30 days. Then the bidding and negotiation phase will begin before awarding the contract.

Sanitary Sewer GIS Mapping: shp files containing all readily locatable sewer manholes in Gate City's sewer system have been sent to the Town's GIS vendor for uploading into purchased GIS software. Now that the software issues are worked out the only remaining item to complete the process is to submit manhole inspection reports to the GIS vendor to upload into the software. This will complete the locatable sanitary sewer infrastructure database.

B. Manager's Report

Capital Projects

Water Treatment Plant

- **Water Treatment Plant Upgrade Project/WSL 21-17** - Roof Replacement project, steel doors replacement, backwash control system, chlorine room scales, generator, telemetry system and Clearwell baffling system will be developed into one project.
The Roofing project and the Telemetry system with grounding treatment is complete. Commercial Water meters replacement has been completed. The Backwash Control System is currently being installed. Substantial completion deadline was not met on January 11th, 2019. Mattern & Craig has received a time extension request.

Town

- **Highway Safety Improvement Project (HSIP)**

Ramp/Safety Rail West Jackson Street

HSIP grant application for the sidewalk replacement project on Manville Road was submitted on November 1st, 2017. Environmental Review has been completed and is currently under review by VDOT. Hazardous material assurances documentation has been completed. We are currently awaiting VDOT to approve the final plans.

Manville Sidewalk Project

VDOT has awarded \$402,000.00 for this project. This project will begin July 2021.

Gate City High School Sidewalk Project (Shoemaker, Beech, Bishop, and Jones Street)

HSIP Grant Application has been submitted. The project total including Engineering Fees is \$578,475.00. If awarded, the project will be included in VDOT's six year plan with the expectation that funding will occur in 2024.

- **Gate City Theater & Public Facilities**

Planning Grant for the Gate City Theater, Town Hall, and proposed Community Center have been submitted to Rural Development (USDA) - (Community Facilities Technical Assistance and Training/TAT Grant), The TAT Grant is a

planning grant that will focus on engineering and environment plans to make the best use of our public facilities. The total funding request is \$50,500 from Rural Development. Our proposed budget will include:

\$20,000 Preliminary Architectural Report (PAR)- TAT Grant
\$5,500 Site assessment and environmental review- TAT Grant
\$25,000 Marketing Analysis- Gate City Theater (match)- ARC Grant
\$50,500 Total The TAT grant has been awarded.

The ARC grant was awarded on August 15, 2018. Lenowisco Planning Authority has hired The Lane Group to complete the architectural report and marketing analysis. Scope of work has been completed. Spectrum Design has been hired by the Lane Group to complete the architectural report and marketing analysis. The Kick-Off meeting was held on December 18th, 2018. Spectrum Design met with members of the Gate City Frontier, Inc. and Planning Commission to get their input on February 13th, 2019.

**• Department of Housing and Community Development (DHCD):
Town-Wide Housing Needs Assessment Planning Grant**

A Planning Grant has been awarded to the Town from DHCD. The planning grant will identify housing needs in Gate City. The successful completion of the Planning Grant will allow the Town to submit Construction Grant Application for the target area(s) of need identified from the Planning Grant process.

On October 9th, 2018, DHCD awarded the Town \$40,000.00 to complete the TownWide Housing Needs Assessment Planning Grant.

Our first task is to advertise a Request for Proposals (RFP) for an individual or firm to complete DHCD's requirements for implementing and administering a Housing Needs Assessment planning grant. Town Council has approved the RFP and the deadline for proposal submission was set for December 20th, 2018 at 3:00 PM. The Selection Committee met on January 3rd, 2019 and reviewed the RFP's submitted.

Town Council has approved Ms. Anna Meade/Housing Rehab Specialist Service to perform surveys of residential structures in the Town for the purpose of determining concentrations of blight and potential Community Improvement projects.

The Kick Off meeting was held on January 17, 2019 with DHCD and the Management Team. Our deadline in completing the Town-Wide Housing Assessment Planning is December 30, 2019.

Council Action: Approved DCHD Housing Rehabilitation Planning Grant Contract

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

DHCD has awarded \$522,200 for the Park Street Housing Rehabilitation Project. The funds will be used to rehabilitate seven residential homes, reconstruct two residential homes, and demolition of two vacant residential structures on Park Street. Our budget is as follows:

\$522,200- DHCD

\$12,000- Town (In-Kind)
\$534,200- Total

Council will be presented with a contract to be approved once the contract negotiations have been completed.

- **Dog Park & Gateway Park**

- o Trees and brush have been removed from the project area. Town Crew has installed drainage tile to improve drainage at the Dog Park. The outer chain link fence has been installed.
- o Town Council has approved a change in the scope of work for the fence at Gateway Park and has awarded the bid to Factory To You Fence of Kingsport. The fence has been installed,
- o Stack Fence for the Gateway Park will be completed under Force Account. We are presently obtaining quotes.

- **Banner Placement- Kane & Jackson Streets**

\$25,000 has been allocated through the FY 2019 budget to place new street light banners along Kane and Jackson Streets.

- **Dropbox Installation at Town Hall Drive Through**

Currently the Drive Through is receiving customers who are dropping off Water Bills. Installing a Drop Box beside the Drive Through will free up our staff to perform other activities. The Drop Box will also speed up the wait times for customers who just want to drop off their water bills.

Council Action: Approve installation of a Drop Box at the Town Hall Drive Thru

- **Street Lights - Paul Wade Drive/Eva Street/Arora Street**

I met with Harold Walker, AEP, and Council Member Roger Cassell on December 5, 2018 to look into installing Street Lights on Paul Wade Drive, Eva Street, and Arora Street. A total of seven Street Lights has been approved by Council to be installed at a cost of \$11,651.29. AEP informed the Town that the property owners on Paul Wade Drive do not want to install the Street Lights on their property. An order to place two Street Lights on Eva Street and one Street Light on Arora Street has been placed for a cost of \$4,977.90. This project will be completed shortly.

- **Sidewalks- West Jackson Street**

Currently there are no Sidewalks located on West Jackson Street pass the Scott County Life Saving Crew. Council has approved to submit an HSIP application for the installation of sidewalks on West Jackson Street. Application deadline is in November 2019.

FY 2020 Town Budget Calendar

Below is the Budget Calendar for the FY 2020 Town Budget:

February 28th, 2019 - Department Head's deadline in submitting needs.
March 27th, 2019 - Finance Committee Meeting (unconfirmed)

April 2nd, 2019 - Complete Proposed FY 2019 Budget
April 4th, 2019 - Finance Committee Meeting (unconfirmed)
April 9th, 2019 - Council to vote on holding a Public Hearing
Submit proposed budget to Council for input
April 24th, 2019 - First Public Hearing Notice/Advertising
May 8th, 2019 - Second Public Hearing Notice/Advertising
May 14th, 2019 - Public Hearing
June 11th, 2019 - Adopt FY 2020 Town Budget

Other

• **Water Street Drainage Issue**

We had a significant rain event on September 27th, 2018. The rain appeared to be focused on the west end of Town. The drainage issue on Water Street caused a flooding issue to Broadwater Trading Company. Storm Drains will need to be installed on Water Street across the street from Broadwater Trading Company.

The portion of Water Street that this issue effects is owned by the Town. ViceMayor Richards, Mattern & Craig, and i discussed the issue with VDOT while attending the Legislative Visit in Richmond on January 22nd - 25th, 2019. VDOT stated that because this is not a Town Street, VDOT does not have any resources.

• **Chamber of Commerce Annual Dinner**

Attended the annual Chamber of Commerce Dinner on Friday, March 8th, 2019 along with Mayor Frances Perry, Vice-Mayor Robin Richards, and Council Members Roger Cassell, Wallace W. Ross, Jr. and Allan "Cotton" Roberts. Delegate Todd Pillion was this year's keynote speak

C. **Council Reports** (Any new business from Committees that needs to come before the Council.)

Council Member, Allan "Cotton" Roberts

Council Member Allan "Cotton" Roberts stated that Gate City Frontier has selected and purchased their movies for this year that will be shown at the Gate City Theatre downtown. Advertisements have already been created to showcase the upcoming movie events. On Saturday June 15, Gate City Frontier will be showing October Sky; Saturday July 13, in conjunction with the VA is For Lovers celebration, the movie will be The Love Story; On Saturday August 24 will be showing Shrek for a Back to School Event; On Saturday September 25 will be showing Remember the Titans in relation to Football Season; On Saturday October 26 will be showing the Addams Family along with KingAlleyween. Mayor Frances Perry suggested inviting Jim Carroll to participate in the October Sky movie showing due to his life being represented in the film.

Council Member Allan "Cotton" Roberts also introduced a new marketing brochure created by Bob Richards and Greg Jones that features many of the restaurants and businesses that tourists or community members may be interested in visiting.

Council Member, Wallace W. Ross, Jr.

Council Member Wallace W. Ross, Jr. stated that many of the street lights located downtown are out and need their bulbs replaced.

Council Member Wallace W. Ross, Jr. stated that hopefully the Town will be able to place a welcome sign at the entrance of Gate City that includes the population. Council Member Ross said that due to

the popularity of the basketball team, people would know where Gate City is when they see someone playing from that area.

Council Member Wallace W Ross, Jr. asked about the completion of installing the fire hydrant that is to be put in on Manville Rd. Town Manager Greg Jones stated that a work order has been put in to have the fire hydrant installed but that it is still on the list of things to be done. Mayor Frances Perry stated that it was still too wet to dig and install the fire hydrant.

Council Member Ron Kindle

Council Member Ron Kindle stated that the Christmas scene on the front windows of Town Hall needed to be removed before Spring begins. Town Manager Greg Jones stated that he thought that the scene could be removed.

Council Member Ron Kindle also stated that the Town Council Packets seem to be getting completed later and later each month. Council Member Kindle stated that although he believes the Town Hall staff are doing a good job, he believes that there used to be a cut off time for the packets to be completed. Council Member Kindle asked if any information comes through to Wednesday, could that issue be carried over to the next month's agenda so that the packets could be created quicker. Town manager Greg Jones stated that if Council Member Kindle wants the Town Hall staff to do this it could delay opportunities and the months may not always work in our favor to be able to get everything done in that amount of time. Mayor Frances Perry also explained that the Town Clerk, Wayne Bledsoe, is off on sick leave, leaving Office Manager, Lisa Loggans to complete her regular job as well as prepare for council.

Vice-Mayor Robin Richards

No Report

Council Member, Roger Cassell

No Report

Mayor Frances Perry

Mayor Frances Perry read an anonymous letter to gain insight and advice from the council on the best way to reply. The letter addressed two small dogs residing at 209 Highland St. that are causing commotion in the neighborhood by doing their business in everyone's yard, chasing vehicles, being out all hours of the day and night, and they are believed to have the potential to bite. The letter was unsigned with no return address. Mayor Perry stated the need to talk to the animal control officer within the county about working in Gate City.

Council Member, Ron Kindle stated that he is familiar with the trouble that these dogs are causing in the neighborhood. Chief Terry Sivert stated that he had already contacted the animal control officer in reference to those dogs and he assured me that he was going to speak with the owners. Chief Sivert also stated that he was unsure if this had made a difference in the owner's behavior or if the animal control officer had actually gone to speak with them. Chief Sivert reported that he had received a similar letter in reference to the dogs but had not heard any other complaints made.

D. Sanitation Authority

No Report

XII. UNFINISHED BUSINESS

- **Approval to install a payment Dropbox at the Town Hall Drive Thru.**

- Town Manager Greg Jones explains the breakdown options of two different bids for installation. Town Manager Greg Jones stated that the bid for Egan Construction at \$1539 would include the post beside the dropbox to keep people from hitting it as well as the installation. Council Member Roger Cassell suggested having the town crew to install the dropbox. Town Manager Greg Jones stated that due to the nature of the specifications for a dropbox, having a contractor to complete the work would be ideal due to the fact that they would take on the responsibility of being liable for any errors in installation and specification flaws.

Motion to approve installation of a payment dropbox at the Town Hall drive thru using Egan construction as the contractor for installation.

Motion by: Allan "Cotton" Roberts

2nd by: Ron Kindle

VOTE: Aye: 5

Nay:

Absent:

Abstain:

- **Approval of DHCD/Park Street Housing Rehabilitation Project Contract**

TAKE NO ACTION. Will be a few months due to some other factors that have to be completed prior to this project per Town Manager Greg Jones.

XIII. NEW BUSINESS

- **Approval of a Special Exception and Use Permit to place a mobile home in an R-2 Residential district at 154 Elliott Drive.**

XIV. CLOSED SESSION

Motion made for Council to enter into closed session to discuss legal matters.

Motion by: Allan "Cotton" Roberts

2nd by: Ron Kindle

VOTE: Aye: 5

Nay:

Absent:

Abstain: **Motion Carried**

Mayor Perry opened the closed session at 8:09 P.M.

XV. RETURN FROM CLOSED SESSION

Council returned from closed session at 8:37 P.M.

Motion made for Council to return from closed session.

Motion by: Allan "Cotton" Roberts

2nd by: Robin Richards

VOTE: Aye: 5

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

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

ROLL CALL VOTE: Aye: Allan "Cotton" Roberts, Wallace W. Ross, Jr., Ron Kindle, Robin Richards,
Roger Cassell

Nay:
Absent:
Abstain:

XVI. MOTIONS FROM CLOSED SESSION

Motion made to approve a Special Exception and Use Permit to place a mobile home in an R-2 Residential district at 154 Elliott Drive.

Motion by: Allan "Cotton" Roberts

2nd by: Robin Richards

VOTE: Aye: 4
Nay: 1
Absent:
Abstain:

Motion made to refer the matter of studying the zoning ordinance for any needed revision to the Gate City Planning Commission and for the Commission to report back to Town Council with their results.

Motion by: Allan "Cotton" Roberts

2nd by: Robin Richards

VOTE: Aye: 5
Nay:
Absent:
Abstain:

NEW BUSINESS CONTINUED

• **CrossFit Ionracas – Expansion Request**

-Nathan Kilgore, owner of CrossFit Ionracas, stated his request to take down a couple of temporary walls to be able to expand his business and the programs that CrossFit Ionracas offers. CrossFit

Ionracas currently offers yoga, ladies only classes, and strength programs. Nathan Kilgore explains that the next endeavor that CrossFit Ionrocas would like to offer is a 24 hour fitness “boutique”. Nathan explains that taking down these walls will create an open space for gym equipment to be placed for the fitness “boutique”. Mr. Kilgore provided diagrams of what the fitness “boutique” could potentially look like. Kilgore also explains how the camera system will work and where cameras will be located.

Nathan Kilgore stated that most of his labor costs would be covered by Crossfit members, one who is a contractor and one who has worked in the maintenance department of the local school systems for about fifteen years, and a maximum of \$5,000 spent on gym equipment. Nathan stated that his expected opening date would be around the beginning of July. Council Member Wallace W. Ross, Jr. addressed his concerns for the electrical equipment located in the wall. Mr. Kilgore stated that according to Council Member Roger Cassell, the electrical equipment is no longer hooked up to anything and has no danger associated with taking down the wall. Town Attorney Michele Brooks stated that a building permit may be needed for the demolition. Brooks recommended speaking with Mr. Gilmer, the building inspector to assess the situation and gain required permits before demolition can take place. Town Manager Greg Jones stated that he will require a licensed contractor to do the work. Roger Cassell stated his concern for electrical and water usage after hours since the gym will be hooked up to the town’s meter. Mr. Kilgore stated that he would agree to pay for any extras that the gym may incur. Council Member Allan “Cotton” Roberts stated that the back up generator for the building runs on natural gas.

- TAKE NO ACTION.

A meeting is required between Town Attorney Michele Brooks, Town Manager Greg Jones, and CrossFit Ionracas owner Nathan Kilgore, Phone:(423-361-0463), to discuss the terms of the lease concerning utility increases and the requirements for demolition.

- **Heart of Appalachia – Budget Allocation Request**

-Joe Morton with Heart of Appalachia tourism authority gave a presentation showing the various marketing tools that his company can provide and new attractions that will be brought to the area and promote tourism. Morton stated a budget request is being made for fiscal year 2019-2020. The amount of \$2,500 is being requested from each town and county throughout the region to support the regional tourism program. By sponsoring these programs, the town will receive print ads in the Heart of Appalachia Adventure Guide, The Appalachian Backroads and Motorcycle Guide, The Spearhead Trails Brochure, a banner ad on the website and other promotional opportunities listed in the presented packets given to each council member. Joe Morton stated that he is not requesting any funding until the next fiscal year.

- **Approval to conduct a Public Hearing for the Fiscal Year 2019 Budget Amendment on April 9, 2019.**

Motion to approve to conduct a Public Hearing for the Fiscal Year 2019 Budget Amendment on April 9, 2019.

Motion by: Allan “Cotton” Roberts

2nd by: Ron Kindle

VOTE: Aye: 5

Nay:

Absent:

Abstain:

- **Approval of DHCD/Town-Wide Housing Rehabilitation Planning Project Contract.**

Motion to approve the DHCD/Town-Wide Housing Rehabilitation Planning Project Contract.

Motion by: Allan "Cotton" Roberts

2nd by: Roger Cassell

VOTE: Aye:5

Nay:

Absent:

Abstain:

- **Council Appointment: Courthouse Facilities Committee**

Cancel per Mayor Frances Perry See above APPROVAL OF AGENDA

- **Equipment Purchase: Bucket Truck**

-Town Manager Greg Jones stated we are looking at a 2002, 3500 diesel bucket truck formerly owned by Centurylink with approximately 102,000 miles on it but these miles are not on the new engine. Currently, we are spending around three to four thousand dollars a year on renting a personnel lift. This purchase would allow us to be able to hang Christmas lights, change street lights and hang banners and flags without delay.

Motion to purchase the 2002 Bucket Truck from Eddie's Auto Sales in Church Hill, TN for the amount of \$14,500.

Motion by: Allan "Cotton" Roberts

2nd by: Ron Kindle

VOTE: Aye:5

Nay:

Absent:

Abstain:

- **Equipment Purchase: 2019 Ford Explorer Police Cruiser**

-Town Manager Greg Jones stated there are four quotes for this vehicle. The first one is from Freedom Ford which is a local dealership with a black cruiser. The Sheehy Ford dealership out of Richmond has a white cruiser for \$30,096.60 which is a little cheaper. However, this vehicle is to be financed. The lowest financing option available is seven years at 3.4% interest through the governmental loan department of BB&T bank. Financing this car will cost \$450 per month or \$4,204.19 interest. The 2020 cruisers will be hybrids. The cost of the equipment vehicle will be \$7,707.06 which can be funded through the asset seizure fund. Council Member Roger Cassell stated that the police force may not have the opportunity to purchase only a gas engine for much longer since the models are developing into hybrids. Cassell stated the black and white 2019 cruisers would cost an estimated \$63,696.60. Chief Terry Sivert suggested using the white vehicle as an investigator car for Sergeant Miller and leaving it unmarked and non-identifiable in order to solve tougher cases. Chief Sivert stated that if the black vehicle is purchased, they would mark it and replace the vehicle that Officer Anderson is currently using. Chief Sivert suggested selling some older vehicles in order to gain funds to put into the new vehicle purchases.

Council Member Wallace W. Ross, Jr. stated that purchasing the new 2020 hybrids may be the way to go since they will be the future. Chief Sivert stated that the 2020 vehicles will be increased an estimated five to six thousand dollars and will not be available until after September 2019. Council Member Roger Cassell stated that he recommended doing a group purchase including the backhoe and police cruisers and to pay this amount back over a period of time. Cassell stated that once this amount

is payed off, it will be time to rotate out older vehicles as well. Chief Sivert stated that the police vehicles now contain maintenance logs that will make it easier to know when the vehicles need to be replaced. Council Member Allan "Cotton" Roberts asked if purchasing the white vehicle would be cheaper in regard to equipment costs. Chief Sivert stated that equipment could be taken from the explorer and put into the white cruiser which would not have to be marked which would save money. Mayor Frances Perry asked if there are vehicles that could be sold if we purchase both the black and white cruisers? Chief Terry Sivert stated that the white Crown Victoria and the white Ford Explorer could both be taken out of service and sold to gain funds to put onto the new vehicles. Council Member Roger Cassell stated that this would wipe out vehicle capital for the budget.

Motion to purchase the black 2019 Ford Explorer Police Cruiser from Freedom Ford in Norton and the white 2019 Ford Explorer Police Cruiser from Sheehy Ford for a total of \$63,696.60 by financing for seven years at 3.4% interest through BB&T bank.

Motion by: Ron Kindle

2nd by: Roger Cassell

VOTE: Aye: 5

Nay:

Absent:

Abstain:

- **Equipment Purchase: Backhoe**

-Town Attorney Michele Brooks stated that in the procurement documents there is a single source available to the Town. Brooks stated according to the Code of Virginia, Section 2.2-4303 subsection E a determination must be made that there is only one source that is practically available. This must also be explained on the Town website stating why there is only one practical source. Brooks stated that Carter Machinery is the single practical source for the procurement because they are the only licensed dealer in Virginia. Town Manager Greg Jones stated that there are three backhoes to choose from. These options include the CAT 420F2 and the John Deere backhoe. The Caterpillar backhoe has a better service warranty and has the availability for repairs and service through a licensed dealership.

Motion to purchase the CAT 420F2 backhoe from Carter Machinery at a net cost of \$97,190 as a single source procurement according to Virginia State Code 2.2-4303 (E) taking \$20,000 from sanitation and \$20,000 from the water savings account leaving a financed balance of \$57,190 which will be financed through BB&T bank for seven years at 3.4% interest or \$7,155.91 total interest or \$766.02 per month

Motion by: Allan "Cotton" Roberts

2nd by: Roger Cassell

VOTE: Aye: 5

Nay:

Absent:

Abstain:

- **Sponsorship Request: Gate City Booster Club/Devil's Dash 5K Run**

Motion to donate \$250 toward the Gate City Booster Club/Devil's Dash 5K Run.

Motion by: Allan "Cotton" Roberts

2nd by: Ron Kindle

VOTE: Aye: 5

Nay:

Absent:

Abstain:

- **Transfer \$23,763.18 (approximately) Water Fund Savings Account funds to Virginia Investment Pool/ Stable NAV Liquidity Pool.**

- Town Manager Greg Jones stated that transferring this money from the Water Fund Savings Account to the Virginia Investment Pool/Stable NAV Liquidity Pool will allow the money to gain more interest and grow. Council Member Wallace W. Ross, Jr. asked if the money needed to be retrieved for emergency purposes, would there be a penalty for getting that money out? Town Manager Greg Jones stated that there would not be a penalty because the account works just like a savings account.

Motion to transfer \$23,763.18 (approximately) Water Fund Savings Account funds to Virginia Investment Pool/ Stable NAV Liquidity Pool.

Motion by: Allan “Cotton” Roberts

2nd by: Robin Richards

VOTE: Aye: 5

Nay:

Absent:

Abstain:

- **Close Water Fund Savings Account.**

Motion to close Water Fund Savings Account once the \$23,763.18 (approximately) has been transferred out of the Water Fund Savings Account and into the Virginia Investment Pool/Stable NAV Liquidity Pool.

Motion by: Allan “Cotton” Roberts

2nd by: Robin Richards

VOTE: Aye: 5

Nay:

Absent:

Abstain:

XVII. PUBLIC COMMENT – NEW BUSINESS

NONE

XVIII. ADJOURN

Motion made to adjourn.

Motion by: Allan “Cotton” Roberts

2nd by: Robin Richards

VOTE: Aye: 5

Nay:

Absent:

Abstain:

*Mayor Perry adjourned the meeting at 9:58 P.M., until the next regularly scheduled Council Meeting on April 9, 2019 at 6:30 P.M.

Frances Perry – Mayor

Lisa Loggans – Deputy Town Clerk