



**GATE CITY TOWN COUNCIL MINUTES**  
**APRIL 14, 2015**  
**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 –** Deputy Town Clerk – Judy Guinn

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

**ABSENT:** Council Member, Roger Cassell  
Council Member, Walter Salyers

Others present: Diana Colbert, E. Bailey, Cody McElroy and Matt Clabaugh of Mattern & Craig, Margaret Falin, Rachel Wallen of BCS, Chris Edwards, and Justin Miller.

**III. INVOCATION –** Vice Mayor Allan “Cotton” Roberts

**IV. PLEDGE OF ALLEGIANCE –** Police Officer Justin Miller

**V. APPROVAL OF AGENDA**

**Motion made to amend agenda to place auditor in front of other items.**

Motion by: Vice Mayor A. Roberts 2<sup>nd</sup> by: Council Member R. Richards

**VOTE:** Yeas, 3  
Nays,  
Absent, 2 – Council Member R. Cassell  
Council Member W. Salyers  
Abstain,

Report of audit from Blackburn, Childers, & Steagall, PLC was given by **Rachel Wallen**. She briefly discussed each section and reported that the Town of Gate City received an unmodified opinion from their audit. A management viewpoint was given in the audit for the first time for the Town of Gate City.

**Council Member R. Cassell entered the meeting at 6:37 pm.**

**Auditor R. Wallen** explained that the date of the letter – 4/7/2015 was past the date planned because it was a year of transition and it took time to gain an understanding of the operation of the Town. They plan to have the audit complete next year by 12/31. Council discussed parts of audit and the main issue was the use of depreciation and how it especially effected Sanitation. Auditors recommended reconciliations to be done monthly and balance sheets to be reported to Council and a collection effort is needed for utility receivables. Overall the Town did a great job.

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

- **Approval of Appointment of new applicant Margaret Falin to Planning Commission**  
**Motion made to accept app for Margaret Falin to Planning Commission**

Motion by: Council Member R. Cassell 2nd by: Council Member W.W. Ross Jr.

VOTE: Yeas, 4  
Nays,  
Absent, 1, Council Member W. Salyers  
Abstain,

**VII. APPROVAL OF MINUTES**

- **Council Meeting on March 10, 2015 as presented?**  
With no changes requested, Mayor Perry approved the minutes as presented.
- **Council Meeting on March 24, 2015 as presented?**  
With no changes requested, Mayor Perry approved the minutes as presented.

**VIII. APPROVAL OF PAYMENTS**

**Motion made for approval for payment of bills for March, 2015.**

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

VOTE: Yeas, 4  
Nays,  
Absent, 1, Council Member W. Salyers  
Abstain,

**IX. PUBLIC COMMENT**

**Diana Colbert –144 Elliott St.** – had questions and concerns regarding the disposal of dog feces and whether the Town of Gate City had an ordinance regarding that. Town Attorney M. Brooks gave her the ordinance number 3.13 and informed her that it was to be enforced by the Scott County Animal Control officer.

**Ellen Bailey** – had questions about the disposal of dog feces on someone’s personal property. She was informed that this would probably be a civil matter and that they can file in court without an attorney being required.

**Mayor F. Perry** closed the public comment session at 7:02 P.M. and opened the consent agenda session.

**X. COMMUNICATIONS** – none.

**XI. REPORTS**

- A. **Engineer’s Status Report - Town Manager G. Jones** informed the Council that Edwin Deyton is no longer employed with V&M
- B. **Treasurer’s Report - Town Manager G. Jones** informed them that they can now see the account balances on first page and a comparison will be seen every month, as recommended by auditors.
- C. **Codification Committee/Property Maintenance – Town Manager G. Jones** said that the RFPs for the the two demolitions are online.
- D. **Police Department Report** – no comments except that the Police Department is doing a good job.
- E. **Council Reports – Council Member R. Cassell** – Expressed concerns about Animal Control Officer. He has heard these concerns from many people and there needs to be some kind of resolution of what to do with dog ordinance.

**Council Member R. Richards** – none

**Council Member W. W. Ross Jr.** – Could sign coming into Town be changed to say Business District, which would attract more people?  
Expressed concerns about buses being able to turn into area where McDonald’s is located.  
**Town Manager G. Jones** said that he met with VDOT and the only control they have over those roads are street markings going up or down the hill. Everything else is private property.  
**Council Member W. W. Ross Jr** asked if there could be a sign telling what businesses are located in Town, such as food, lodging, etc. **Town Manager G. Jones** explained that those signs have to be paid for and are pretty expensive.  
**Council Member W. W. Ross Jr** mentioned that he thought the handrails at the bank are being overshadowed. **Town Manager G. Jones** said that the engineering group may start on this soon.  
**Council Member W. W. Ross Jr mentioned the sign on Chestnut where hump is.** **Town Manager G. Jones** said that VDOT is waiting on funding. It is in progress and they will realign drain.

**Vice Mayor A. Roberts** – mentioned complaint about burning trash and tires. This is covered by Chapter 9, but is hard to enforce because sometimes you can’t tell where it is coming from.

**Vice Mayor A. Roberts** mentioned the fact that someone fell on the sidewalk in front of Walgreens. **Town Manager G. Jones** said that even though it is a VDOT right of way, it is the Town's responsibility.

**Vice Mayor A. Roberts** mentioned the SC Historical Society and the use of the old PD building. **Town Manager G. Jones** said the he needs to see how close we are to getting stuff out.

F. **Economic Development Committee** – **Vice Mayor A. Roberts** explained that they are meeting every 2 weeks. They are working on a letter for sponsors. On June 19 the Kickin' Back series will start and on June 20, the Clinch Mountain Music Fest will be held. **Council Member R. Richards** expressed that many people had asked if the Friday night series could be moved out of the alley. They did not like being back in the alley so close together. Members said that it would not be possible to close Jackson Street every week.

**Vice Mayor A. Roberts** said that he, Mark Freeman and the Town Manager had gone to several training sessions – UVA Wise, revitalize downtown and one about social media and websites that have free advertising, or you can spend money to boost them.

G. **Historical Committee** - none

H. **Manager** – **Town Manager G. Jones** – reviewed his report. He stated that the webpage is complete and asks that all Council Members please use the new email address.

I. **Park Committee** **Town Manager G. Jones** – stated that the next meeting would be attended by Lenowisco, engineers, and Economic Development Committee members.

J. **Planning Commission** – none

K. **Public Works** - **Town Manager G. Jones** stated that he is working on getting summer help.

L. **Sanitation Authority** - none

M. **Street Commission** - none

N. **Safety Committee** - none

O. **Water Plant** – **Mayor Frances Perry** asked that everyone remember that Loretta Cruby will be in surgery the next day. **Council Member W. W. Ross Jr.** will be attending water excellence meeting to accept the award for the Town.

P. **Events Committee** - none

XII. **UNFINISHED BUSINESS** - none

XIII. **NEW BUSINESS**

- **FY 2014 Audit** – moved to beginning of agenda.

- **Rescind motion made at 3-10-15 Council Meeting by Vice Mayor, A. Roberts, and seconded by Council Member, W. Salyers, to apply to extend the bow hunting season in Gate City.**

**Motion made to rescind motion made at 3-10-15 Council Meeting by Vice Mayor A. Roberts and seconded by Council Member W. Salyers to apply to extend the bow hunting season in Gate City.**

Motion by: Vice Mayor A. Roberts 2<sup>nd</sup> by: Council Member R. Richards

VOTE: Yeas, 4  
 Nays,  
 Absent, 1, Council Member W. Salyers  
 Abstain,

- **Hire Engineering Firm.**

**Council Member R. Cassell** explained that they took all eight proposals, ranked them, and interviewed each with questions and ranked them again. The recommendation is to hire Mattern & Craig as our engineering firm.

**Motion made to hire Mattern & Craig as our Engineering Firm.**

Motion by: Council Member R. Cassell 2<sup>nd</sup> by: Vice Mayor A. Roberts

VOTE: Yeas, 4  
 Nays,  
 Absent, 1, Council Member W. Salyers  
 Abstain,

- **Close King Alley for an event on July 22-23.**

**Town Manager G. Jones** said there was a request from an evangelist to use alley and we would have to close it from Wednesday afternoon to Monday morning. They want to use stage.

**Motion made to close King Alley on July 22-23 and extend it through weekend**

Motion by: Vice Mayor A. Roberts 2<sup>nd</sup> by: Council Member R. Cassell

VOTE: Yeas, 4  
 Nays,  
 Absent, 1, Council Member W. Salyers  
 Abstain,

- **Transfer \$3,493.67 from Equipment Savings to Capital Outlay & close Equipment Savings account.**

**Town Manager G. Jones** said that these are Capital improvement accounts and we don't need two.

**Motion made to transfer \$3,493.67 from Equipment Savings to Capital Outlay & close Equipment Savings account.**

Motion by: Vice Mayor A. Roberts 2<sup>nd</sup> by: Council Member R. Richards

VOTE: Yeas, 4  
 Nays,  
 Absent, 1, Council Member W. Salyers  
 Abstain,

#### IV. PUBLIC COMMENT – NEW BUSINESS

Mayor Perry closed the public comment session for new business at 8 P.M. and opened the consent agenda session.

**XV. CLOSED SESSION**

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

Motion by: Vice Mayor A. Roberts 2<sup>nd</sup> by: Council Member R. Richards

VOTE: Yeas, 4  
Nays,  
Absent, 1, Council Member W. Salyers  
Abstain,

Mayor Perry opened the closed session at 8:02 P.M.

**XVI. RETURN FROM CLOSED SESSION**

Council returned from closed session at 8:23 P.M.

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

Motion by: Vice Mayor A. Roberts 2<sup>nd</sup> by: Council Member R. Richards

VOTE: Yeas, 4  
Nays,  
Absent, 1, Council Member W. Salyers  
Abstain,

**CERTIFICATION OF CLOSED MEETING – Read by: Town Attorney M. 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.

VOTE: Yeas, 4  
Nays,  
Absent, 1, Council Member W. Salyers  
Abstain,

**XVII. MOTIONS FROM CLOSED SESSION: none**

**XVIII. ADJOURN**

**Motion made to adjourn.**

Motion by: Vice Mayor, A. Roberts 2<sup>nd</sup> by Council Member R. Richards

VOTE: Yeas, 4  
Nays,  
Absent, 1, Council Member W. Salyers  
Abstain,

\*Mayor Perry adjourned the meeting at 8:25 P.M., until the next regularly scheduled Council Meeting on May 12, 2015, at 6:30 p.m.

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Frances Perry – Mayor

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Judy Guinn – Deputy Town Clerk