



GATE CITY TOWN COUNCIL AGENDA
APRIL 8, 2014
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 - Kathy Riley

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

Others present: Benny Reed

III. INVOCATION Benny Reed

IV. PLEDGE OF ALLEGIANCE – Benny Reed

V. APPROVAL OF AGENDA

Motion made to approve the agenda.

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

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

VI. PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AWARDS, APPOINTMENTS, RESIGNATIONS AND CONFIRMATIONS, ADMINISTRATION OF OATHS AND INTRODUCTION OF GUESTS. - None

VII. APPROVAL OF MINUTES

- **Public Hearing – Proposed issuance of bonds by the Town of Gate City of March 11, 2014 as presented?**

Motion made to accept the minutes as presented.

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

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

- **Council Meeting of March 11, 2014 as presented?**

Motion made to accept the minutes as presented.

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

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

VIII. APPROVAL OF PAYMENTS

Motion made for approval for payment of bills for March, 2014.

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

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

IX. PUBLIC COMMENT – No public comment.

Mayor Perry closed the public comment session at 6:34 P.M. and opened the consent agenda session.

X. COMMUNICATIONS – No communications.

XI. REPORTS

- A. **Engineer’s Status Report** – Vice Mayor, A. Roberts, asked when the sidewalk project will be done. Town Manager, G. Jones, replied tomorrow with the final walk through being done tomorrow at 10:00 a.m.
- B. **Treasurer’s Report** – Council Member, R. Cassell, asked if the Fire Department was paying rent versus the \$1.00 from the flea market vendors, there’s no income showing on that. He asked if we were not doing that. Town Manager, G. Jones stated we haven’t collected anything from the Fire Department on that at all, but we will need to clean that one up.
- C. **Codification Committee/Property Maintenance** – Vice Mayor, A. Roberts, asked about the building that was to be demolished. Town Manager, G. Jones, stated it was already down. Council and Property Maintenance Official (PMO), K. Riley, discussed the property at 496 Highland Street that the house was already torn down, but needed to have debris removed. PMO, K. Riley, stated she spoke to the property owner and informed him he would need to

remove the debris, he would receive a letter stating this and would be provided a period of time to have the debris removed. Town Attorney, M. Brooks, reminded Council that court actions were being held.

- D. **Police Department Report** – Mayor Perry stated she had received complaints about officers not on duty when something was going on. Council Member, R. Cassell, asked if there was a vehicle accident with a police car. Town Manager, G. Jones, informed Council, yes, and provided the specifics of the accident. Mayor Perry stated she was happy to see a ticket had been issued for littering. Council Member, W. Salyers, asked about the new officer. Town Manager, G. Jones, stated he was on Workman Comp.
- E. **Council Reports** – Council Members, R. Cassell, had no Council Reports. Council Member, R. Richards, stated she had received a complaint about the Town not buying a fire truck for the Fire Department. Town Manager, G. Jones, stated there had been no request from the Fire Department regarding a fire truck. Council Member, W. Salyers, asked when the mowing would occur. Town Manager, G. Jones, replied we are advertising now and will get them hired shortly. Council Member, W. W. Ross, Jr., asked when the Kane and Jackson Street sidewalk project would begin. Town Manager, G. Jones, replied when this project is finished and take care of other issues, we can talk about that. Vice Mayor, A. Roberts, informed Council of a complaint he received regarding the school traffic. He stated he informed him it is not the Town’s responsibility, we are doing a service to go up there, and if the officer receives a call they have to leave. He said he explained to him to go to the school board and report it to them, to also go to the county Board of Supervisor’s meeting and complain there to try to get some satisfaction.
- F. **Economic Development Committee** – Vice Mayor, A. Roberts, stated they met three times in March. They are ready to kick off the new website, hoping it will benefit all the businesses. Town Manager, G. Jones, informed Council we have 13 filled with 163 sites all together. Vice Mayor, A. Roberts, discussed his and Town Manager, G. Jones, attendance of the Retargeting Seminar that showed ways to catch more clientele through the internet and explained the program and the cost. Council Member, W. Salyers, asked if it was a free service for the merchants to come in and get on the website with Town Manager responding it does not cost the businesses anything. Council Member, W. W. Ross, Jr., asked if the software is connected to any programs. Town Manager, G. Jones, replied it can be used by any platform, just like any other web page. It’s compatible with just about any type of device.
- G. **Historical Committee** – Mayor Perry suggested the committee get with the Trustees for the Estil Cemetery and the Scott County Historic Society to get in on the historic register. Mayor Perry stated Robert Barker would be the contact person. Mayor Perry stated if it was designated a historical site we could get some grants. She stated the deteriorating of the tombstones that could get fixed and preserved. Benny Reed suggested contacting the Sons of the Confederacy group in Weber City for possible markers for the graves. Vice Mayor, A. Roberts, discussed the Scott County Historic Society website with all the cemeteries on it.
- H. **Manager** – Town Manager, G. Jones, went over his report as presented in the Council packet.
- H. **Park Committee** – Council Member, R. Richards, stated they did not meet and the condition of the park was very soggy, but with the weather it was understandable.

- J. Planning Commission** – Town Manager, G. Jones, stated they discussed the planning of capital improvement projects that’s coming up in the next few months and the comprehensive plan that will need to be adopted by the end of this year.
- K. Public Works** – Council Member, W. Salyers, asked for the status on the trash truck. Town Manager, G. Jones explained it was back, worked one day, and has a leak at the gasket in the transmission. He also explained the new trash truck is still in the shop and the crew is picking up trash with pick-up trucks. Town Manager, G. Jones, explained the problem with the new trash truck’s transmission, it was under warranty and Allison Transmission was doing the work. Council Member, R. Cassell, asked if we could use the agreement with Kingsport. Town Manager, G. Jones, stated he wanted to get the one for the Sanitation Authority cleared first, get it back and execute it before we bring it up for the town.
- L. Sanitation Authority** – Council Member, R. Cassell, explained to Council about a contract with the City of Kingsport that was adopted by the Sanitation Authority. The contract is an agreement with the City of Kingsport to have the ability to use their equipment if the Town needs it. If a garbage truck is needed, it would be using their driver and pay a fee. He suggested to the Town Manager, once all is done with the Sanitation Authority, it would be wise to present it to Council to be passed for the Town. Town Attorney, M. Brooks, stated there is equipment on the is list the town wouldn’t need that often, but can be rented and save the town a lot of money. Council Member, R. Cassell, outlined some of the specifics in the contract.
- M. Street Commission** – Council Member, W. W. Ross, Jr., stated the drain that is located on Cleveland Street needs to be cleaned out. Council Member, R. Cassell, suggested the use of community service workers to clean the drains out. Vice Mayor, A. Roberts, requested the crosswalks be repainted on Jackson Street.
- N. Safety Committee** – Council Member, W. W. Ross, Jr., mentioned the safety meeting that was recently performed.
- O. Water Plant** - Vice Mayor, A. Roberts, asked what the loss number was. Town Manager, G. Jones, replied 36% and informed Council of a 2” PRV on Manville that required replacement With a small component and stated it should come down next month.
- P. Events Committee** – Vice Mayor, A. Roberts, discussed the summer concert on Kane Avenue to try to start it in May. We will have a meeting next Monday with Tome Keller who has done a lot with Kingsport, along with several other people. He discussed his desire to have a sponsor and asked Council if they knew anyone who would like to sponsor it. He would like to a banner up on Friday nights with the sponsor’s name on it. Mayor Perry asked where the public is going to gather. Vice Mayor, A. Roberts, replied right down the alley, bring your own lawn chairs and they will try to have tables and chairs set up on the outside. Discussion was held regarding the BBQ business, Smoke-n-Pig that will open at the end of May. Council Member, R. Cassell, asked if the BBQ business would qualify for the business incentives that we passed. Council discussed the qualifications for the incentives. Vice Mayor, A. Roberts, suggested businesses he look into low interest loans through EDA.

XII. UNFINISHED BUSINESS - None

XIII. NEW BUSINESS

- **Decision and selection of Auditor for F/Y 2014 to 2018** – Town Manager, G. Jones, informed Council of their receipt of two bids. The current Auditor, the town has, was not the low bidder.

Town Manger, G. Jones, left the meeting at 7:10 p.m. and returned at 7:11 p.m.

Town Manager, G. Jones, provided the breakdown of the quotes received from both auditors, Blackburn, Childers & Steagall, PLC and Rodefer Moss & Company who are both out of Tennessee. He discussed the need for a single audit next year, relaying last year Chris had all the instructions on that so there really is no need for an accounting firm to do that, so it will done ourselves and save money. Council Member, R. Cassell, asked if their qualifications were similar and if he was satisfied with them. Town Manager, G. Jones, informed Council of his last discussion with Virginia Department of Health regarding items we were written up from the last audit, they felt we didn't deserve. He referred to contractual items that he could not locate in code and he was not sure if it was an opinion or if it was an actual statute. He stated Blackburn, Childers appears to be a larger firm with Town Attorney, M. Brooks, stating they are well respected. M. Brooks further informed Council that legally they do not have to accept the lowest bid, but there is language that is lowest and best. If there is a company that is lowest and not reputable, you do not have to choose that. Council Member, W. W. Ross, Jr., questioned if there was dissatisfaction with the current auditor on certain criteria. Town Manager, G. Jones, replied there were certain things that he was not pleased with from the last audit. There were items under the General Ledger that was missed because they were taking so much time looking at contracts. There has been a lot of improvement, but working with Virginia Department of Health and doing this bond, they (VDH) looked at our audit. We had to have a sit down conference with them (VDH) to discuss in length, with me having to respond to them, but ultimately they thought that they were just a little too rough on us. Town Manager, G. Jones, informed Council after each project's end, we are audited by VDH and we received a clean audit.

Motion made to go with the lowest bid using Blackburn, Childers & Steagall, PLC.

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

VOTE: Yeas,	4
Nays,	1-W.W. Ross, Jr.
Absent,	0
Abstain,	0

XIV. PUBLIC COMMENT – NEW BUSINESS – No comments.

Mayor Perry closed the public comment session for new business at 7:16 P.M. and opened the consent agenda session.

XV. CLOSED SESSION

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

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

VOTE: Yeas, 5

Nays, 0
Absent, 0
Abstain, 0

Mayor Perry opened the closed session at 7:16 P.M.

XVI. RETURN FROM CLOSED SESSION

Council returned from closed session at 7:33 P.M.

Motion made for Council to return from closed session.

Motion by: Vice Mayor, A. Roberts 2nd by: Council Member, W. W. Ross, Jr.

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

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, 6
Nays, 0
Absent, 0
Abstain, 0

XVII. MOTIONS FROM CLOSED SESSION: There were no motions coming out of closed session.

XVIII. ADJOURN

Motion made to adjourn.

Motion by: Vice Mayor, A. Roberts 2nd by: Council Member, W. W. Ross, Jr.

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

Mayor Perry adjourned the meeting at 7:35 P.M., until the next regularly scheduled Council Meeting on May 13, 2014, at 6:30 p.m.

Frances Perry – Mayor

Kathy Riley – Town Clerk