



GATE CITY TOWN COUNCIL MINUTES
June 13, 2017
156 E. JACKSON ST.
6:30 PM

I. COUNCIL MEETING CALLED TO ORDER AT 6:00 P.M. BY: Vice-Mayor – Roger Cassell

II. ROLL CALL – Town Clerk – Wayne Bledsoe

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

Others present: Debbie Kindle, Jim Addington, Nick Shepherd, Justin Miller

III. INVOCATION – Father Tim Drake

IV. PLEDGE OF ALLEGIANCE – Jim Addington

V. APPROVAL OF AGENDA

Amendment to the agenda:

Add Advertise for Public Hearing: Special Exception: 753 W Jackson St Zoning

Motion made to approve the agenda with amendment.

Motion by: Council Member, Allan “Cotton” Roberts 2nd by: Council Member Ron Kindle

VOTE: Aye, 5
Nay,
Absent,
Abstain

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

- **Personnel Committee Meeting**

Council Member Allan “Cotton” Roberts made an announcement concerning the last Personnel Meeting on June 5, 2017. An inadvertent violation of the Freedom of Information Act had occurred. 2 members of Town Council were present at the meeting, along with the mayor. The Personnel Committee was not aware that this was a violation, but later became aware of the error. Town Attorney Michele Brooks has contacted the FOIA Council, and the FOIA Council advised that they considered this a “minor violation”, and that no action would be taken. Council Member Allan “Cotton” Roberts publicly apologized for the error and assured that further violations would not occur.

VII. APPROVAL OF MINUTES

- Public Hearing on May 8, 2017, as presented?

Motion made to approve as presented.

Motion by: Council Member Robin Richards 2nd by: Council Member Wallace W. Ross, Jr.

VOTE: Aye, 5
Nay,
Absent,
Abstain

Motion Carries.

- Council Meeting on May 9, 2017, as presented?

Vice-Mayor Roger Cassell asked for a revision to previous Council Meeting Minutes. Revise from Council Member Wallace W. Ross, Jr. asked about a paved street. Town did not pave this street as stated in minutes, but referred it to Capital Improvements for the following Fiscal Year.

Motion made to approve with revisions.

Motion by: Council Member Ron Kindle 2nd by: Council Member Robin Richards

VOTE: Aye, 5
Nay,
Absent,
Abstain

Motion Carries.

VIII. APPROVAL OF PAYMENTS

Motion made for approval for payment of bills for May 2017.

Motion by: Council Member Allan “Cotton” Roberts 2nd by: Council Member Robin Richards

VOTE: Aye, 5
Nay,
Absent,
Abstain,

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

NONE

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

Matt Clabaugh is no longer with Mattern and Craig, so Dave Wilson will be the contact/report person for the Engineer Status report for now. Jason Snapp was introduced as a new consultant for Mattern and Craig, and will assume this role in a few months.

Jackson Street Sidewalk: VDOT Central Office reviewing final plans, specs, and bid documents. On 6-13-17, VDOT approved advertising for bid. Bid will be advertised and plans are to have the announcement in Sunday's (6-18-17) Kingsport Times-News, and receive bids for a period of 30 days.

Sanitation Authority: M&C met with Sanitation Authority on June 5, 2017 to discuss the potential operational cost savings by eliminating the I&I. They also discussed the Town's agreement with PSA. Meeting with PSA on June 19. The final offer letter has been received from DEQ, with the offer on \$1.728 million. DEQ has offered 0% interest on this, with a \$700,000 Principal Forgiveness, which factors at 41%. Principal Forgiveness is usually given in the 30% range.

DEO Sewer I&I Rehab Job: M&C still performing survey work along the Little Moccasin and Vocational School trunk lines. The next step will be completing the environmental clearance and documentation studies. Council Member Allan "Cotton" Roberts asked for an explanation of I&I, which was given. A section of line that was originally thought to need replacement has been surveyed, and found to be made of iron, and in good condition.

Water Treatment Plant Upgrades: M&C has submitted final design plans, specifications, and contract documents for the proposed commercial water meter replacements, new doors and roofs at the WTP, and various upgrades to the treatment operations. M&C is trying to add a GIS component which would equip the Town's computers with a GIS mapping software to the project. Awaiting approval to bid from VDH.

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.

Sewer GIS Ph. II - GIS Model: M&C has surveyed, mapped, and inspected all Town manholes that are accessible. Awaiting the Town to install GTS software.

VDOT HSIP Funding: VDOT has awarded the Town funding from the HSIP program to construct handicap ramps and access improvements at several locations along Jackson St. M&C and the Town to meet with VDOT to kick-off the project soon.

VDOT Transportation Alternatives (TAJ Funding): VDOT has funding available to construct trails throughout Towns. Multiple adjacent localities have used this funding to build green-belts, rails-to-trails, etc. Does the Town have any ideas of trail locations?

B. Manager's Report

Capital Projects

Water Treatment Plant Project

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 Town has received a funding offer from the Virginia Department (VDH) of Health. The project cost is anticipated to be \$498,000. VDH will provide \$137,000 in principal forgiveness. Virginia Resource Authority will complete the funding/bond within the next six months. Sole source procurement request for the commercial water meters has been approved. Mattern & Craig, Inc. has submitted final designs to the Virginia Department of Health for approval.

East Jackson Street Sidewalk Project

VDOT has approved to start the sidewalk replacement project with the leftover funding from last year's sidewalk replacement project. One hundred percent engineering plans along with the street lights electrical plans have been submitted. Currently waiting for VDOT's approval to bid.

Highway Safety Improvement Project (HSIP)

The Town has been awarded a HSIP grant from the Virginia Department of Health. This project will provide for handrails, handicap ramps, and safety improvements along Jackson Street. A kickoff meeting for this project will be scheduled soon.

Crosswalks on Kane/Jones Street

Met with VDOT and Mr. Ross regarding safety concerns at the Kane & Jones Street location on May 11th, 2017. VDOT will restripe the directional patterns and place a yield sign on the signal mast. VDOT recommended that the Rose Bush at the corner of Kane & Jones Street be removed as it limits visibility.

Dog Park

Several members of the Planning Commission met on May 30th, 2017 and determined ten (10) trees need to be removed. I have received two quotes. More quotes will be obtained. Council Action: Approve GF Transfer to Capital Outlay Savings for Dog Park Development in the amount of \$9,168.00

King Ford Property

Three new picnic tables have been located to the King Ford Property. Currently awaiting on quotes to locate power to the property.

Events

The Events Committee met on May 18th and June 6th, 2017 to make the final preparations for the Clinch Mountain Music Fest.

Clinch Mountain Music Fest:

Saturday, June 17, 2017. The following bluegrass bands will be performing at this event:

- o 11:30 AM: My New Favorites
- o 1:00 PM: Jonah Riddle & Carolina Express
- o 2:30 PM: Scott County JAMS
- o 4:00 PM: Wilson Banjo Company

Performing at the Carter Family Fold: 7:30 PM: Hogslop Old Time Band
Jenkins School of Dance will also be performing. There will be arts and crafts and food vendors. A “Honey Hole” will be at the municipal parking lot on Water Street.

Rumble at the Gate: Bikes & Blues Fest:

Saturday, July 29th, 2017

- o 6:00 PM: Bluesman and The Blues Essentials
- o 7:30 PM: Samantha Gray
- o 9:00 PM: Billy Crawford Band

There will be a motorcycle show during this event.

Rock and Roll Cruise-In Car Show:

Saturday, August 12th, 2017

- o 6:00 PM: Retroville
- o 7:30 PM: JB & The Wild Honey Band
- o 9:00 PM: Alliez

There will be a car show during this event

The Saturday music events will start at 6:00 PM with two opening bands and the headlining band performing at 9:00 PM. Event listings can be found at: KingAlley.com.

Other events being planned:

Free Concert Saturday, August 12th, and Saturday, September 9th (Tail-Gate City).
King Alleyween (Halloween Event) is scheduled for Saturday, October 28th, 2017.

Other Items

Town Audit Fiscal Year 2016

The Town Audit is currently underway. This should be completed shortly.

Fiscal Year 2018 Town Budget

Our preliminary budget calendar is listed below:

- o March 14th, 2017 - Finance Committee Meeting: Review Department Manager's budget request, review proposed financial policies, and begin to prioritize Town's funding objectives. - Completed
- o March - April 2017: Finance Committee will meet to develop a draft of the Town's budget. - Completed
- o April 2017: Finance Committee to submit budget draft to Town Council. - Completed
- o May 9th, Conduct Public Hearing
- o June 13th, 2017: Town Council to Adopt FY 2018 Town Budget

2017 SWVA Economic Forum

Attended the 2017 SWVA Economic Forum on May 10th, 2017 along with Vice- Mayor Roger Cassell, Council Member Cotton Roberts, and Craig Gardner, Director of Gate City Frontier, Inc. The forum featured a panel discussion of the region's loyal and adaptable workforce, educational institutions, outdoor recreational opportunities that appeal to millennials, supportive government resources, and other attributes that appeal to companies.

Personnel Committee

The Personnel Committee met on May 15th, May 22nd, and June 7th, 2017. Personnel Committee has been working to redevelop the Personnel Evaluation Forms and changes/updates to the Personnel Manual.

Scott County Strategic Branding Program

Attended the Scott County Strategic Branding Program with Council Member Cotton Roberts on June 5th, 2017. Young and Associates met with Scott County Tourism and Community Leaders to help develop a branding program. The day's events included visiting tourist destination locations throughout Scott County.

Council Member Wallace W. Ross, Jr. asked what the cost was for paying the bands to perform at the Clinch Mountain Music Fest. Town manager Greg Jones estimated that the total cost for all bands was between \$2-3,000, and reiterated that a budget does exist for this. Council Member Wallace W. Ross, Jr. also asked about the cost of attending the SWA Economic Forum in Wise, VA. Town Manager Greg Jones said that the cost of this forum was \$25 for each attendee. Council Member Wallace W. Ross, Jr. asked if there had been a fee for the Scott County Tourism visit. Town manager Greg Jones said the only incurred charge was for lunch being provided. Council Member Wallace W. Ross, Jr. asked about a statement at last month's meeting regarding no monies remaining in the budget for travel for the fiscal year for Council members to attend award presentations. Town Manager Greg Jones said that these were 2 separate funds; the monies for these visits comes from Economic Development's budget, which is separate from the Town Council's budget.

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

Council Member Allan "Cotton" Roberts: Received numerous complaints from residents concerning speeding on Park Street, especially during baseball games at Grogan Park. Mr. Roberts recommended that during this time, when games are being played, an increased police presence be encouraged.

Mr. Roberts also mentioned the marketing firm Young and Associates, and their continued work with the Heart of Appalachia tourism/branding efforts. Mr. Roberts spoke with the director of this organization, and toured different destinations throughout Scott County, except for Duffield (due to time constraints). A concern for this group was that they were unable to see the sign promoting the entrance to Gate City.

Mr. Roberts suggested moving the sign to the King Ford property. Town Manager Greg Jones mentioned that there were restrictions to moving the sign. Mr. Jones stated that permission from VDOT would have to be obtained to move and replace the sign. Mr. Roberts said a new focus on signage needs to be explored.

Gate City Frontier visited the Clintwood, VA theatre last month, meeting with the mayor in an informative session concerning the town's theatre. Gate City Frontier also visited a theatre in Marion, VA and gathered information from that town to assist in the future planning and renovation of the Gate City Theatre. Gate City Frontier members will be selling T-shirts at the Clinch Mountain Music Fest as a fundraiser for the theatre renovation. A 5K run/walk is also planned.

Council Member Wallace W. Ross, Jr.: Receiving complaints from residents concerning Manville Rd/Jackson St at the courthouse about high grass/weeds. Mr. Ross asked about grass being blown in the direction of the road. Mr. Ross asked about branches growing over the road at Manville Rd. Town Manager Greg Jones said that Manville Rd is a state road. Mr. Ross mentioned a large brush pile at the top of Manville Rd., which needed to be picked up. Council Member Robin Richards asked if residents were supposed to call about these issues. Town Manager Greg Jones reiterated that brush/junk, etc. needed to be called in to Town Hall for work orders to be generated for this pickup, as the Town Crew will not pick up without a specific work order to do so. Mr. Ross also said he thought the Town Crew was not cutting grass and weeds as frequently as they used to. Mr. Ross mentioned the burnt house on Chestnut Street was torn down, but only partially removed. Town Manager Greg Jones mentioned the process of having action taken with Property Maintenance. After receiving permission to address Council concerning these issues, Town Clerk/Property Maintenance Officer Wayne Bledsoe mentioned the process concerning cleanup and compliance. The property owners have begun to clean the property, and are attempting to comply. This is exactly what the Town has asked the property owners to do, and although the process is a timely one, the property owners are attempting to comply.

Vie-Mayor Roger Cassell informed Mr. Ross that he needed to visit Town Hall more frequently to address the property issues with the Property Maintenance Officer to avoid taking the time to address these issues at Council. Mr. Ross said that he has done this.

Mr. Ross also asked about the refurbishing of the lights in town. Vice-Mayor Roger Cassell stated that Council is awaiting to hear back from people responsible for the study, but have not been contacted for a follow-up.

Mr. Ross mentioned the flag at Grogan Park needs to be replaced.

Council Member Ron Kindle: Asked about receiving Council information packets earlier. Town Manager Greg Jones stated that reports were delayed because of the large volume of items on the agenda for this month's meeting, as well as some staff members being out of the office during the week prior to Council meeting. Efforts are made to include all updated information in the packet, which sometimes results in information being added at a late date. Mr. Kindle also asked about the equipment provided to the Town Crew to assist in mowing/trimming. Mr. Kindle was assured that the Town Crew has the necessary equipment to handle the tasks assigned.

Council Member Robin Richards: No report.

Vice-Mayor Roger Cassell: Asked about enforcement concerning dog waste and proper care of pets. Town Attorney Michele Brooks said that citations can be issued, as this is a violation of Town Ordinance. Mr. Cassell asked what measures can be taken to “get the word out”. Town Attorney Michele Brooks said that ads can be taken in the newspaper, as well as social media reminders to the Town residents.

D. Sanitation Authority

Vice Mayor Roger Cassell mentioned that a Special Called Meeting to discuss the DEQ grant and PSA transfer has been scheduled for June 26, 2017.

XII. UNFINISHED BUSINESS

None

XIII. NEW BUSINESS

- **FY18 Budget**

Public Hearing has already been held for discussion. Town Manager Greg Jones said the proposed budget was in the total amount of \$4,944,433. No tax increases or water rate increases are proposed. There are 3 Capital Improvement projects included in the proposed FY18 budget.

Water Treatment Plant Improvement: \$504,540 with \$130,000 principal forgiveness. Remainder funded over 20 years at 2.65%

VDOT Highway Safety Improvement Project; (HSIP): \$75-80,000 to include installation of handicapped ramps, safety ramps, and safety features on Jackson Street.

DEQ Project: \$700,000 in grants Debt Service rate lowered from \$69,000 to \$41,000. 0% over 25 years.

3% employee raise which includes 1% COLA and 2% merit.

Vehicle replacements: \$153,000, includes 2 new police vehicles, a town car, and a new diesel utility truck.

Includes debt service for Clyde Williams Bridge replacement.

Council Member Wallace W. Ross, Jr. asked with a budget of nearly \$5 million, why the travel allotment is not being increased. Council Member Allan “Cotton” Roberts said that the budget would have to be increased for this to happen. Town Manager Greg Jones said the travel budget is \$2,600 – no increase or decrease from last year. Vice mayor Roger Cassell said a \$30,000 cut across the board was figured into the budget. Mr. Ross also asked for an explanation of the 3% employee raise. The COLA increase and merit raise was explained.

Council member Ron Kindle asked about the advantages of buying a used car at \$10,000 versus a new car with warranty and service. Council explained a new vehicle would likely double the cost and expense to \$20-25,000 within the budget.

Motion made to approve FY18 as presented.

Motion by: Council Member Allan “Cotton” Roberts **2nd by:** Council Member Robin Richards

ROLL CALL VOTE:

Mayor, Frances Perry	ABSENT
Vice Mayor, Roger Cassell	YEA
Council Member, Allan “Cotton” Roberts	YEA
Council Member, Robin Richards	YEA
Council Member, Wallace W. Ross, Jr.	YEA
Council Member, Ron Kindle	YEA

Motion carries.

- **Financial Policy**

No comments received after review by Council. Proposed Financial Policy was submitted for review at last Council meeting. Vice Mayor Roger Cassell noted that this policy addresses many items found by auditors, which needed correction. Council Member Wallace W. Ross, Jr. asked if this was a revision. Council member Allan “Cotton” Roberts explained that this was just a policy which was needed.

Further discussion before vote: Council Member Wallace W. Ross, Jr. addressed the following:
Page 5: Audits. No audit report has been received this year. Mr. Ross asked how he could vote to pass a budget when no audit report had been presented. Town Manager Greg Jones said these were 2 separate items. Mr. Ross said the policy states that the audit report should be received by November. Mr. Jones added that a pre-audit is done through an independent CPA firm before auditors begin their process.

Page 6: Travel policy. Mr. Ross asked about the Town Manager and Department Manager having a separate travel policy. Council Member Allan “Cotton” Roberts said this only dealt with check disbursement. Town Attorney Michele Brooks also said that the Council does not have a separate travel policy, and that this policy is the same for everyone.

Page 16: Write-off. Town Manager Greg Jones explained that language for write-off will be the same as the Code of Virginia, for purposes of this policy. The State of Virginia has yet to draft legislation concerning this issue.

Motion made to accept financial policy as presented.

Motion by: Council Member Allan “Cotton” Roberts **2nd by:** Roger Cassell, as voting Council Member

VOTE: Aye, 4
 Nay, 1 – Wallace W. Ross, Jr.
 Absent,
 Abstain

Motion carries.

- **Personnel Manual Revision – submit for review**

Distributed for review. Town Manager Greg Jones explained that revisions are being proposed by the Personnel Committee. The VML HR Specialist has also reviewed and submitted revision proposals within this document.

- **Community Facilities Grant (USDA) – Theatre, Jackson Street**

Town Manager Greg Jones explained that a new grant funding resource has been made available by the USDA, and feels that the Theatre Restoration would be an appropriate place for this. This grant would provide for planning necessary to carry the project to construction, including architecture, marketing, number of seats, etc. These are federal dollars, so if borrowing money from other sources is necessary, the USDA grant would get the project through thresholds until the additional funding can be secured.

Motion made to authorize Town Manager Greg Jones to apply for grant.

Motion by: Council Member Robin Richards **2nd by:** Council Member Allan “Cotton” Roberts

Discussion: Council Member Wallace W. Ross, Jr. asked for an amount that will be applied for. Town Manager Greg Jones added that the amount is currently unknown. Council Member Robin Richards added that the Town needs to take advantage of any monies available for planning. The LENOWISCO Planning will be drafting all proposals and grant applications for the Town.

VOTE: Aye, 5
 Nay,
 Absent,
 Abstain

Motion carries.

- **Advertise for Public Hearing: Proposed Amendment to Section 6-6 Building Ordinance (7/11/17)**

Discussion: This is the proposal given last month concerning first and second offenses for repeat offenders of the Property Maintenance Code and/or Town Ordinances concerning property within the Town of Gate City. Proposals were for \$100 First Offense, and \$350 Second Offense, which is the maximum allowable by law. Per Town Attorney Michele Brooks, Public Hearings and Town Ordinance Revisions must be made. **Town Council requests revision to Second Offense amount be revised to \$200.**

Motion made to advertise Public Hearing: Proposed Amendment to Town Ordinance with amended fee schedule

Motion by: Council Member Allan “Cotton” Roberts **2nd by:** Council Member Ron Kindle

VOTE: Aye, 5
 Nay,
 Absent,
 Abstain

Motion carries.

- **General Fund Transfer to Capital Outlay Savings: Police Vehicles (\$51,786)**

Motion made to transfer funds from General Fund to Capital Outlay Savings

Motion by: Council Member Ron Kindle **2nd by:** Council Member Allan “Cotton” Roberts

VOTE: Aye, 5
 Nay,
 Absent,
 Abstain

Motion carries.

- **Water Fund Transfer to Capital Outlay Savings: Trucks (\$23,055)**

Motion made to transfer funds from Water Fund to Capital Outlay Savings

Motion by: Council Member Allan “Cotton” Roberts **2nd by:** Council Member Ron Kindle

Discussion: Council Member Robin Richards asked how money can be transferred from the Water Fund. Town Manager Greg Jones explained that water does have its separate fund apart from the General Fund, and that this truck would be used for water repairs, etc.

VOTE: Aye, 5
 Nay,
 Absent,
 Abstain

Motion carries.

- **General Fund Transfer to Capital Outlay Savings: Dog Park Development (\$9,168)**

Motion made to transfer funds from General Fund to Capital Outlay Savings

Motion by: Council Member Allan “Cotton” Roberts **2nd by:** Council Member Ron Kindle

Discussion: Council Member Wallace W. Ross, Jr. asked if this were an additional \$60,000 added to the budget. Council Member Robin Richards and Town manager Greg Jones said that this money had already been budgeted, it just needed to be moved into different funds for expenditures, which will span two separate Fiscal Years. Mr. Ross also expressed concern over the amount spent to build the dog park and the efforts to recoup monies spent.

VOTE: Aye, 4
 Nay, 1 – Wallace W. Ross, Jr.
 Absent,
 Abstain

- **Delinquent Business License Tax**

Town Manager Greg Jones explained that 12 businesses have not paid this year’s Business License Tax, with 9 of those delinquent for 2 years. Mr. Jones proposes that citations be issued to businesses who are currently operating without a valid business license. Town Attorney Michele Brooks explained what has been done in the past years concerning these business, with letters drafted and sent to the delinquent businesses. Letters can be written, businesses can be cited for a Class 4 misdemeanor, or the town can file suit against the businesses. Council Member Allan “Cotton” Roberts said that he could understand 1 year, but a 2-year delinquency exhibits negligence, and should have consequences. Vice Mayor Roger Cassell also mentioned that provisions exist for assistance with payment in lieu of taxes. **Council agrees to allow Town Attorney Michele Brooks to draft and send delinquent letters.**

- **Employee Evaluation Forms – submit for review**
- **Police Department Evaluation Forms – submit for review**

Town Manager Greg Jones submitted Employee Evaluation and Police Department Evaluation revisions to Council for review. The Forms were revised to better reflect individual department requirement and scores on evaluations, rather than a uniform template for each. Further discussion to occur after review by Council.

- **Advertise for Public Hearing: Section 14-1 Town Code Amendment (7/11/17)**

Revisions to the Town code are necessary to align with Employee Evaluation Forms and to remove some unnecessary language.

Motion made to advertise for Public Hearing: Town Code Amendment Revision

Motion by: Council Member Robin Richards **2nd by:** Council Member Allan “Cotton” Roberts

VOTE: Aye, 5
 Nay,
 Absent,
 Abstain

Motion carries.

- **Advertise for Special Called Meeting for discussion of the following: (6/26/17)**
 - **Proposed Personnel Manual Revision**
 - **Employee and Police Department Evaluation Forms**

Motion made to advertise for Special Called Meeting

Motion by: Council Member Allan “Cotton” Roberts **2nd by:** Council Member Robin Richards

VOTE: Aye, 5
 Nay,
 Absent,
 Abstain

XIV. PUBLIC COMMENT – NEW BUSINESS

NONE

XV. CLOSED SESSION

Motion made for Council to enter closed session to discuss

1.) Legal matters

Motion by: Council Member Allan “Cotton” Roberts **2nd by:** Council Member Robin Richards

VOTE: Aye, 5
 Nay,
 Absent,
 Abstain,

Vice Mayor Roger Cassell opened the closed session at 8:48 P.M.

XVI. RETURN FROM CLOSED SESSION

Council returned from closed session at 9:02 P.M.

Motion made for Council to return from closed session.

Motion by: Council Member Allan “Cotton” Roberts **2nd by:** Council Member Robin Richards

VOTE: Aye, 5
 Nay,
 Absent,
 Abstain,

CERTIFICATION OF CLOSED MEETING – Read by: Town Attorney 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.

VOTE: Aye, 5
 Nay,
 Absent,
 Abstain,

XVII. MOTIONS FROM CLOSED SESSION:

Council returned from closed session at 9:02 P.M.

XVIII. ADJOURN

Motion made to adjourn.

Motion by: Council Member Allan “Cotton” Roberts **2nd by:** Council Member Robin Richards

VOTE: Aye, 5
 Nay,
 Absent,
 Abstain,

*Vice-Mayor Roger Cassell adjourned the meeting at 9:04 P.M., until the next regularly scheduled Council Meeting on July 11, 2017, at 6:30 p.m.

Frances Perry – Mayor

Wayne Bledsoe – Town Clerk