



GATE CITY TOWN COUNCIL MINUTES
June 14, 2016
156 E. JACKSON ST.
6:30 PM

I. COUNCIL MEETING CALLED TO ORDER AT 6:31 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		absent
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: Matt Ison, Jordan Sloan, Tyler Estep, Hoss Roberts, Cody McElroy, Eddie Skeen, Ron Kindle, Debbie Kindle, Kevin Barnett, Sam Dockery, Cindy Dockery, and Lester Morelock.

III. INVOCATION- Kevin Barnett

IV. PLEDGE OF ALLEGIANCE – Chief of Police

V. APPROVAL OF AGENDA

Motion made to approve the agenda.

Motion by: Vice Mayor, Allan Roberts 2nd by: Council Member, Walter Salyers

VOTE: Yeas, 4
 Nays,
 Absent, 1
 Abstain,

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

- **Best Bakery In Virginia- The Family Bakery – Allan Roberts**
- **Officer of the Month- Matt Stewart**

- **Employees of the Month- Tyler Estep**
 - **Robert “Hoss” Roberts**

VII. APPROVAL OF MINUTES

- **Council Meeting on May 10, 2016 as presented?-** Council Member, Wallace W. Ross, Jr. stated that there needed to be more information added to the Travel Policy discussion. Mayor, Frances Perry stated that this was something that needed to be brought up before the Council Meeting as discussed in the previous meeting. Town Manager, Greg Jones asked if the minutes needed to be verbatim. Town Attorney, Michele Brooks stated that that was not what minutes are used for. Council Member, Wallace W. Ross, Jr. stated that he just wanted information about the travel policy added. Mayor, Frances Perry suggested that Mr. Ross get with the Town Clerk and listen to the recording to have the information inserted into the minutes. **Council Member, Wallace W. Ross, Jr. made a motion to amend the minutes. Vice Mayor, Allan Roberts seconded the motion.**

Vote: Yeas 4
 Nays,
 Absent, 1
 Abstain,

VIII. APPROVAL OF PAYMENTS

Motion made for approval for payment of bills for May, 2016.

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

VOTE: Yeas,
 Nays,
 Absent,
 Abstain,

IX. PUBLIC COMMENT – Eddie Skeen from Public Service Authority- stated that he needed a water agreement signed by the council. He stated that it was critical that action be taken as they have grant money that will no longer be available if they are required to wait. Town Manager, Greg Jones stated that there would need to be a Special Called Meeting to approve or deny as he never received the contract for Council to review.

Sam- Sam’s Towing- stated that he had been called to tow a town tractor. The tractor had a piece of wood not properly attached to the top of it and the wood flew off the tractor in tow and hit another vehicle. He was hoping the town would take care of the issue since it did about \$2000.00 of damage to the other vehicle.

Vice Mayor, Allan Roberts made a motion to amend the agenda to place the Special Called Meeting for the PSA agreement under New Business and also to place Sam’s Towing: Tractor Tow under New Business. Council Member, Wallace W. Ross, Jr. 2nd the motion.

Vote: **Yeas, 4**
 Nays,
 Absent, 1
 Abstain,

Mayor Perry closed the public comment session at 6:54 P.M. and opened the consent agenda session.

X. COMMUNICATIONS

XI. REPORTS

- A. **Engineer's Status Report-** Council Member, Wallace W. Ross, Jr. asked about the sidewalk projects. Cody McElroy stated that the emergency bridge issues had slowed them down some, but they were still working on it.
- B. **Manager's Report-** Read Report. Council Member, Robin Richards stated that there was another close call in front of the Courthouse and she wanted to know if there was an answer to this issue. Town Manager, Greg Jones stated that there will be an island for the pedestrians so that they may be able to see around the vehicles that are parked along Jackson St.
- C. **Treasurer's Report** – Council Member, Wallace W. Ross, Jr. questioned FICA being taken from Council Paychecks, and further questioned if that money was being paid to the government. Vice Mayor, Allan Roberts stated that it was a government regulation that it be taken out. Council Member, Wallace W. Ross, Jr. stated that it was a small amount of money and he didn't know if we were sure about that needing to come out of the checks. Vice Mayor, Allan Roberts stated that it didn't matter if it was a penny, you better take out what the government tells you to take out.
- D. **Codification Committee/Property Maintenance** – Council Member, Robin Richards requested an update on 946 W. Jackson St. as last year they had to be taken to court in order to get it cleaned up, however it is back to square 1. Town Attorney, Michele Brooks stated that that property had already been taken care of. Property Maintenance had already notified Mrs. Brooks of the condition of that property.
- E. **Police Department Report** – Council Member, Wallace W. Ross, Jr. stated that he would like the police to remain vigilant. He stated that it seemed there needed to be more police traffic around the Manville Community. Police Chief, Scott Fink stated that they will be moving forward as they have all officers on duty now. Council Member, Wallace W. Ross, Jr. stated that especially in the late night hours because he had a strange incident. Mayor, Frances Perry stated that she appreciated the department and would appreciate Mr. Ross having something nice to say every once in a while. Police Chief, Scott Fink said Thank you for all of the support and getting the 5th position back. He also thanked the Council for the equipment as the body cameras are teaching them a lot in order to make their jobs easier in court and also keep them out of trouble with complaints as they now have proof when they need it.
- F. **Council Reports** – Council Member, Robin Richards asked about the trailer in the Gap and what the status of that was. Town Attorney, Michele Brooks stated that she followed that up with a letter today. Council Member, Walter Salyers wanted to know if there was a policy in place for inoperative vehicles. Property Maintenance Inspector, Amanda McKenna explained that the current policy defines an ion vehicle as one that has been taken apart in any way or doesn't have valid tags has to not move for 60 days then a letter for removal will be sent and the letter will allow for an additional 30 days for removal, which makes it approximately 90 days from the time the vehicle is discovered, pictures are taken, and documented for compliance. If compliance is achieved with 1 letter. Council Member, Walter Salyers thanked everyone for allowing him to serve on Council and he congratulated Ron Kindle who will take his place. Mayor, Frances Perry stated that she wanted to Thank Walter for his service to the town and community. Council

Member, Wallace W. Ross, Jr. stated that he still did not see the businesses added to the town website as there are businesses from the Gateway Plaza that have not yet been added. He further stated that he was at McDonald's and overheard a couple who were on the phone talking. He heard one say that they were in Weber City. He thought they must have been confused. Mayor, Frances Perry stated that they had to pass by 2 signs that said they were in Gate City before they got to the McDonald's. Council Member, Wallace W. Ross, Jr. stated that he feels the sign should be relocated so that people will know where they are. Mayor, Frances Perry stated that it was Mr. Ross' job to find out about the sign and she wanted to know what he had found out. Council Member, Wallace W. Ross, Jr. stated that was not his job. He then asked if Mr. Jones and Mr. Roberts had used the town vehicle properly when they went to a VML trip. Town Manager, Greg Jones stated that the vehicle was not available. Council Member, Wallace W. Ross, Jr. asked if Mr. Jones was receiving comp time during trips. Town Manager, Greg Jones stated that he only received comp time for anytime worked after 40 hours in 1 week. Council Member, Wallace W. Ross, Jr. wanted to know where it said that the Town Manager gets that. Town Manager, Greg Jones stated that is was in the personnel manual. Council Member, Wallace W. Ross, Jr. stated that that was interesting.

G. Economic Development Committee – Vice Mayor, Allan Roberts stated that there was a new restaurant that opened up. He further stated that he had a customer that had last visited in 1992 and had all good things to say about the direction the town was heading in.

H. Historical Committee – Nothing to report.

I. Park Committee – Nothing to report.

J. Planning Commission- Council Member, Roger Cassell is out of town so no update.

K. Public Works- Hard at work!

L. Sanitation Authority- Town Attorney, Michele Brooks stated that they were actively recruiting members.

M. Street Commission- Council Member, Wallace W. Ross, Jr. stated that the crew needed to get out and cut the grass on Manville. He stated that he knew it was a tough job, but that he didn't understand why we couldn't keep it cut. Mayor, Frances Perry stated that she told him that the crew starts on one end of town and move to the other. Council Member, Wallace W. Ross, Jr. stated that he has been asking for a sign for the bump on Chestnut St. to warn drivers. He further stated that he wanted the light bulbs changed in the street lamps. He said he didn't know why it was so hard to change a light bulb. Mayor, Frances Perry stated that they were doing what all they could do. Vice Mayor, Allan Roberts stated that people needed to call 1-800-367-ROAD to report grass or road problems for VDOT roads so that they can have a record of what needs to be done as well. Council Member, Wallace W. Ross, Jr. stated that VML suggested that a letter be written if there were issues.

N. Safety Committee – Council Member, Wallace W. Ross, Jr. stated that he would like to get an Emergency Warning System in place prior to an emergency.

O. Water Plant - Vice Mayor, Allan Roberts stated that he noticed the loss percentage is back in the 30s and wondered if that had something to do with school being out. Town Manager, Greg Jones stated that that would help that number fluctuate some.

P. Events Committee – Vice Mayor, Allan Roberts stated that Clinch Mountain Music Fest was to start this weekend and there is a lot of good music lined up. Mayor, Frances Perry stated that the people are pleased that the town is taking over the cemetery. She further stated that the Boone Society was impressed with the town participation for their event. She said they were very complimentary and felt welcome here.

XII. UNFINISHED BUSINESS

XIII. NEW BUSINESS

- **Lester Morelock in regards to Ruth Rd.**

Lester Morelock stated that he would like the town to vacate any interest for Ruth Rd. Town Attorney, Michele Brooks stated that Ruth ends 404 ft. from Sargeant St. and was on a plat that was never opened by the town. She further stated that she didn't believe it would ever be a town maintained road. She then stated that Mr. Addington was currently using it. She stated that the Council could either take action or refer this back to the planning committee. Lester Morelock stated that to vacate the interest would only allow Mr. Addington and himself to protect their investments. Vice Mayor, Allan Roberts recommended that this issue go back to the planning commission as there has not been any recommendations made from that committee. Lester Morelock stated that he would like resolution tonight as he has been doing this since January. Mayor, Frances Perry stated that the Council should proceed if that is their desire. Vice Mayor, Allan Roberts stated that this issue had not yet been presented to Planning Commission and he would prefer to have the suggestion come from them. Council Member, Walter Salyers asked if the Town Manager had been involved in the issue. Town Manager, Greg Jones stated that yes they had been looking to expedite this issue.

Motion made to hold a Public Hearing on June 28th immediately following Sanitation and Council Budget Public Hearings.

Motion by: Council Member, Walter Salyers 2nd by: Council Member, Robin Richards

Council Member, Robin Richards asked if the Planning Commission would be able to have a Special Called Meeting prior to the Public Hearing.

VOTE: Yeas, 2- Robin Richards, Walter Salyers
Nays, 1- Allan Roberts
Absent, 1- Roger Cassell
Abstain, 1- Wallace W. Ross, Jr.

- **Water Street Development – Iron Horse Development**

Rebecca Wagers stated that she was not really certain why she was here at the meeting, but that she just wanted to make sure that everyone was on the same page. She would like the Council to sign a letter to her investors stating that once Iron Horse Development starts building their project, the town will also start building the amenities to the property such as the splash pad and a movie screen. Council Member, Walter Salyers stated that it was not like we didn't want to put these things in as the Council has been discussing them for several years. However, these things are very expensive and the town has not had the funds to make them happen. Rebecca Wagers stated that she is not asking the town to sign up for anything that we

had not already agreed to. She further stated that the investors just wanted to know that when they started to build that the town would build along with them. No dollar amounts would be included, it is just a letter to assure the investors that the town was on board. Council Member, Robin Richards asked what investors were going to be coming along. Rebecca Wagers stated that she was unable to give out the names of the investors, but that she could assure the Council that they would be very pleased with the investors that she had. Council Member, Robin Richards stated that she thought they were supposed to close on the property in May. Rebecca Wagers stated that she had added some major players to the contract which has slowed down the process. Mayor, Frances Perry asked Rebecca Wagers to come up with a letter that she would like the town to sign and send it to Town Attorney, Michele Brooks to review. Then Michele Brooks can send it on to the town if it is needed.

- **Grillin at the Gate event date: September 10th to September 3rd, 2016**

Discussion about Duffield Days being the weekend of September 3rd, 2016 and also about the event not doing well when the date is moved.

Motion made to move the Grillin at the Gate to September 3rd, 2016.

Motion by: Vice Mayor, Allan Roberts 2nd by: Council Member, Robin Richards

VOTE: Yeas, 2- Allan Roberts, Robin Richards
 Nays, 2- Walter Salyers, Wallace W. Ross, Jr.
 Absent, 1- Roger Cassell
 Abstain,

Mayor to break the tie- Yea: Motion Passes.

- **Transfer \$10,000 from General Fund/Account 001 000 1010 to TOGC Water Reserve WSL 14-11/Account 080 000 1252 Per VRA funding agreement.**

Motion made to transfer \$10,000 from General Fund/Account to TOGC Water Reserve.

Motion by: Vice Mayor, Allan Roberts 2nd by: Council Member, Walter Salyers

VOTE: Yeas, 4
 Nays,
 Absent, 1
 Abstain,

- **Transfer \$17,747 from General Fund/Account 001 000 1010 to Capital Outlay/Account 001 000 1030 Per FY 2016 Amended Budget. Earmarked for Police Vehicle Purchase.**

Council Member, Robin Richards asked if we were planning to buy a vehicle now. Town Manager, Greg Jones stated that no we were just saving the money for when we are ready to make the purchase. Council Member, Wallace W. Ross, Jr. asked if we were just planning to buy 1. Town Manager, Greg Jones stated that no we were going to start with 3 then buy 3 more a couple years later.

Motion made to transfer \$17,747.00 from General Fund to Capital Outlay.

Motion by: Vice Mayor, Allan Roberts 2nd by: Council Member, Walter Salyers

VOTE: Yeas, 4
 Nays,
 Absent, 1
 Abstain,

- **Clyde Williams Bridge Replace Project – New Peoples Bank Funding/Bond Council Fees at 2.6% five years/15-year amortization.**

Council Member, Wallace W. Ross, Jr. asked if 15 years was the best we could do. Town Manager, Greg Jones stated that they had checked into some other options, but they were still 15 years. Council Member, Walter Salyers stated that it was still pretty good.

Motion made to accept the project with the terms provided.

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

VOTE: Yeas, 4
Nays,
Absent, 1
Abstain,

- **FY 2016 Budget Continuation Resolution**

Motion made to accept the Continuation Resolution.

Motion by: Vice Mayor, Allan Roberts 2nd by: Council Member, Walter Salyers

VOTE: Yeas, 4
Nays,
Absent, 1
Abstain,

- **Special Call Meeting to approve FY 2017 Budget – July 5th, 2016 (following Sanitation Authority 6:00 PM)**

Motion made to have the Special Called Meeting on July 5, 2016 following Sanitation Authority at 6:00 pm.

Motion by: Vice Mayor, Allan Roberts 2nd by: Council Member, Robin Richards

VOTE: Yeas, 4
Nays,
Absent, 1
Abstain,

- **Development of a Dog Park at Grogan Park**

Motion made to proceed with the development of a Dog Park.

Motion by: Vice Mayor, Allan Roberts 2nd by: Council Member, Robin Richards

VOTE: Yeas, 4
Nays,
Absent, 1
Abstain,

- **Transfer \$5,100 from General Fund/Account 001 000 1010 to Capital Outlay/Account 001 000 1030. Earmarked for Clearwell Cleaning and Inspection.**

Motion made to transfer \$5,100 from General Fund to Capital Outlay.

Motion by: Vice Mayor, Allan Roberts 2nd by: Council Member, Walter Salyers

VOTE: Yeas, 4
Nays,
Absent, 1
Abstain,

- **Discussion: VDOT – HSIP Project – Location of Handicap Ramps.**

Town Manager, Greg Jones stated that Cody McElroy had done some work on this and you can look at the map (provided) to see what we are looking at.

- **Gate City Sign Discussion-** Mayor, France Perry stated that the sign belongs to the High School because they put it there and they paid for it. Council Member, Walter Salyers asked if the sign was even belonging to the town. Mayor, Frances Perry stated that the town did not have a sign and a club at the school made it and brought it before the town to ask if it was ok to use our logo. Council Member, Wallace W. Ross, Jr. stated that it was not on National Guard Property and if the town is going to save money, we should just move the sign. Council Member, Robin Richards stated that that was a slap to the school for this nice sign that they made for us. Council Member, Wallace W. Ross, Jr. stated that it would honor the school and the talent. Council Member, Robin Richards stated that she was ok with having a sign, but she didn't want to take the schools sign. Mayor, Frances Perry asked if anyone wanted to discuss this further. **No motion or comments made.**
- **Special Called Meeting for PSA Contract on June 17th at 5 PM.**
Motion made to have a special called meeting on June 17 at 5 PM.
 Motion by: Vice Mayor, Allan Roberts 2nd by: Council Member, Robin Richards
 VOTE: Yeas, 4
 Nays,
 Absent, 1
 Abstain,
- **Sam's Towing and alleged Town responsibility for damages incurred.**
No action taken.

XIV. PUBLIC COMMENT – NEW BUSINESS – Ivy Cottage Representatives had to leave, but had left a note that they had no information about the music fest or flyers and not everyone had the internet so they were upset that they had no information for their customers about the summer series.

XV. CLOSED SESSION

**Motion made for Council to enter into closed session to discuss 1.) Legal
 2.) Personnel**
 Motion by: Council Member, Robin Richards 2nd by: Vice Mayor, Allan Roberts
 VOTE: Yeas, 4
 Nays,
 Absent, 1
 Abstain,

Mayor Perry opened the closed session at 8:30 P.M.

XVI. RETURN FROM CLOSED SESSION

Council returned from closed session at 8:42 P.M.

Motion made for Council to return from closed session.
 Motion by: Vice Mayor, Allan Roberts 2nd by: Council Member, Robin Richards
 VOTE: Yeas, 4
 Nays,
 Absent, 1
 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: Yeas, 5 (including Mayor)
 Nays,
 Absent, 1
 Abstain,

XVII. MOTIONS FROM CLOSED SESSION:

Council returned from closed session at 8:44 P.M.

XVIII. ADJOURN

Motion made to adjourn.

Motion by: Vice Mayor, Allan Roberts 2nd by: Council Member, Walter Salyers

VOTE: Yeas, 4
 Nays,
 Absent, 1
 Abstain,

*Mayor Perry adjourned the meeting at 9:15 P.M., until the next regularly scheduled Council Meeting on July 12, 2016, at 6:30 p.m.

Frances Perry – Mayor

Amanda McKenna – Town Clerk