

# TOWN COUNCIL MINUTES



Gate City Town Council Minutes  
July 14, 2020  
190 Beech St., Gate City, VA  
6:30 PM

**I. COUNCIL MEETING CALLED TO ORDER AT 7:31 P.M. BY: Mayor – Bob Richards**

**II. ROLL CALL –** Town Clerk – Lydia Morales

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

Others present: Frances Perry; James Gose; Jim Addington; Justin Miller, Chief of Police; Ron Kindle; Debbie Kindle; Roger Fraysier; Allen Reed; Jason Snapp, Mattern & Craig; Mike Carrico; John Ferguson; Tyler Hallstead

**III. INVOCATION – Mayor Bob Richards**

**IV. PLEDGE OF ALLEGIANCE – Chief of Police Justin Miller**

**V. APPROVAL OF AGENDA**

**Motion made to approve the agenda.**

Motion by: Allan “Cotton” Roberts

2<sup>nd</sup> by: Wallace W. Ross, Jr.

VOTE: Aye, 5  
Nay,  
Absent,  
Abstain

**Motion Carried.**

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

Town Manager Greg Jones stated that Jessica McGraw has been hired as a full-time police officer.

Mayor Bob Richards welcomed himself and Tyler Kilgore as newly elected officials for the Town of Gate City and congratulated Council Member Roberts and Council Member Ross on their re-election.

**VII. APPROVAL OF MINUTES**

**1. Approval of June 9, 2020, Town Council Minutes.**

**Motion made to approve minutes as presented.**

Motion by: Allan “Cotton” Roberts

2<sup>nd</sup> by: Roger Cassell

VOTE: Aye: 5

Nay:  
Absent:  
Abstain: **Motion Carried.**

### VIII. APPROVAL OF PAYMENTS

**Motion made for approval for payment of bills for June 2020 as presented.**

Motion by: Allan "Cotton" Roberts

2<sup>nd</sup> by: Robin Richards

VOTE: Aye: 5

Nay:

Absent:

Abstain: **Motion Carried.**

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

- **James Gose – 143 Campbell Street** – Mr. Gose stated that before he bought his home, he called Town Hall and asked if they would pick up his brush. Mr. Gose stated that the Town Hall told him that they would pick up the brush. Mr. Gose stated that he did not want them to pick up the wood that can be burned. Mr. Gose stated that two weeks later, he called back and the Town Hall said they do not pick up anything over four feet. Mr. Gose stated that he talked to the Town Manager who told him four feet was all that the Town could pick up. Mr. Gose stated that his friend told him that the Town has a backhoe with an attachment that picks up brush. Mr. Gose stated that he went to where the brush is dumped and took pictures. Mr. Gose stated that he saw the Town haul a 12ft long, 4 inches round tree. Mr. Gose stated that if the Town can do it for one, they should do it for everybody or not do it at all. Mr. Gose stated that he asked the Town Hall before he bought his home in Gate City and before he paid city taxes. Mr. Gose asked why didn't the person he talked to tell him what they would do and what they would not do before he bought the home? Mr. Gose stated that the Council could see what is picked up at the dump site. Mr. Gose stated that he would like to know why some people get stuff picked up while others don't. Mr. Gose stated that we are all the same. Mr. Gose stated that if they tell you something, they should do what they said.

Mr. Gose asked who he should see about where the taxes are used and what good are the taxes if the Town won't do anything for him? Vice-Mayor Robin Richards asked what is Mr. Gose's address? Mr. Gose stated 143 Campbell Street. Mr. Gose stated that the Town told him that they have never come to pick up before. Mr. Gose stated that if they do it for one, they need to do it for everybody. Council Member Allan "Cotton" Roberts stated that he agreed, but our ordinance as far as picking up brush does state that it can't be over four feet long. Mr. Gose asked then why do they pickup more? Council Member Allan "Cotton" Roberts stated that he did not know who would have picked up more, it could have been the county. Mr. Gose stated that he knows it was the Town. Council Member Allan "Cotton" Roberts stated that the Town does not have a piece of machinery that will pick up the brush. Mr. Gose stated that the backhoe has one. Council Member Allan "Cotton" Roberts stated that he was not aware of it. Council Member Allan "Cotton" Roberts stated that from his own experience, he has had to haul off a tree himself that was broken by the wind and the Town would not pick up because it was not cut to four feet and created a large brush pile. Council Member Allan "Cotton" Roberts stated that the Town ordinance is a small brush pile such as trimmings. Vice-Mayor Robin Richards stated that V-DOT was here last week and the week before trimming trees. Mr. Gose stated that this happened at Christmas time, when the Town came out and picked up. Mr. Gose stated that it is on record at Town Hall because you have to call in and request that. Mr. Gose stated that he has been told that his taxes fund the police. Mr. Gose stated that he drove through Town for two and a half hours and did not see a cop. Mr. Gose stated that he asked his neighbor how many times he has seen a cop go up their street and his neighbor told him maybe twice a year. Mr. Gose asked what his taxes are funding? Mr. Gose

stated that it is pretty bad that the Council does not know what is going on in their own town. Mayor Bob Richards stated that he apologizes if Mr. Gose feels like he has been robbed. Mayor Bob Richards stated that the best answer that he can give Mr. Gose tonight, is that he will look into it as much as he can and will get back with Mr. Gose with an answer. Mayor Bob Richards stated that he believes he has driven to see the brush due to complaints. Mr. Gose stated that he is not wanting the items that can be burned picked up, just the brush.

**Mr. Allen Reed** – Mr. Reed stated that he knows where Mr. Gose is talking about because the owner that had the property before Mr. Gose bought it, cleaned up the property and the Town came and picked it up. Mr. Reed stated that the previous owner left the brush and sold the property to Mr. Gose. Mr. Reed stated that there are approximately five piles of brush and one pile of wood blocks at the entrance to the driveway. Mr. Reed stated that the pile of brush above Mr. Gose’s address belongs to another neighbor. Mr. Reed stated that he heard that the Town stopped picking up brush, and asked if that is true, why doesn’t the Town send a letter stating that? Mr. Reed stated that the Town does have a grabber that they use to pick-up brush.

**Debbie Kindle, 263 Highland Street** – Mrs. Kindle stated that on the Fourth of July there were fireworks going off and she called dispatch to report this. Mrs. Kindle stated that dispatch told her that there was no noise ordinance in the whole county. Mrs. Kindle stated that she told dispatch that there is a noise ordinance in Gate City. Mrs. Kindle stated that she called Council Member Roger Cassell and there were fireworks going off in Estill Heights that could be heard. Mrs. Kindle stated that dispatch argued with her over the legality of fireworks in the state of Virginia. Mrs. Kindle stated that dispatch finally agreed to send out an officer. Mrs. Kindle stated that she is not asking for an officer to go from house to house, but just to ride around with their blue lights on. Mrs. Kindle stated that she has called dispatch four times since living here in 2001 and they argue with her every time. Mrs. Kindle stated that she is a taxpayer and should get some benefit from dispatch. Mrs. Kindle stated that when ordinances are passed, dispatch should receive a copy. Council Member Roger Cassell stated that he contacted Tammy Bowen, the 911 director, about Mrs. Kindle’s concerns and Ms. Bowen stated that she was aware of the noise ordinance and legality of fireworks and she will handle it.

Mrs. Kindle thanked Town Manager Greg Jones for seven fantastic years of service. Mrs. Kindle stated that Town Manager Greg Jones has done the most for Gate City of any Town Manager we have ever had. Mrs. Kindle stated that whoever would vote against Town Manager Greg Jones is not looking out for the best interest of the Town because he has not just given 100% of himself, he has given 150%.

Mayor Richards closed the public comment session at 7:59 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 – Mr. Jason Snapp delivered the Engineer’s Status Report.**

DEQ Sewer I&I Rehab Job: The contractor has completed the “dig and replace” sections of the Vocational School Line and the downtown sections of line along Ezra McNutt Alley and King Avenue. These areas have now been paved and cleaned up to pre project conditions. Change Order #2 is in process which will allow the contractor to line the Vocational School Line instead of pipe bursting it as well as include the Little Moccasin Creek line from Patriot Fuels up to the Kane Street Bridge back into the project. The pipe lining work is expected to commence within the next month and the Little Moccasin Creek Line work can’t start until after the time of year restriction dates end, which is September 15th. It appears there will still be some additional monies left in the project to possibly rehab other locations. Mr. Snapp stated that there is a section of Burnt Cabin Branch line that has been

added to the project. Mr. Snapp stated that there is approximately \$325,000 of construction money left that will be utilized in other areas once identified. Mr. Snapp stated that he and Town Manager Greg Jones have a progress meeting on Thursday to discuss the future portions of the project. Council Member Allan “Cotton” Roberts asked if it costed \$8,000 to repave King Alley? Mr. Snapp stated yes. Council Member Allan “Cotton” Roberts stated that there is a drop off on the curve in King Alley and it causes your car to drop off when you get over. Council Member Allan “Cotton” Roberts stated that it should be a one lane road but we use it for two lanes. Mr. Snapp stated that there is a gutter pan there that they couldn’t pave due to drainage issues. Council Member Allan “Cotton” Roberts stated that Mr. Snapp needed to come and look at it and see what he thinks because there is a drop off now and creates less room for people to get through. Mr. Snapp stated that he will look at it. Vice-Mayor Robin Richards asked if the street is meant to be a two-way street? Council Member Allan “Cotton” Roberts stated that V-DOT recommended it be a one-way street. Mr. Snapp stated that the narrowest lane that V-DOT typically allows you to have is 10ft and a waiver is required. Vice-Mayor Robin Richards asked who decides if the street is a one-way or a two-way street? Council Member Allan “Cotton” Roberts stated that it’s our street and we can decide and try to follow V-DOT standards. Vice-Mayor Robin Richards stated that we are not following V-DOT standards. Town Manager Greg Jones stated that is probably why V-DOT will not accept the street because it doesn’t follow their standards. Vice-Mayor Robin Richards asked if an accident happened, would we be at fault? Town Manager Greg Jones stated that he did not think so.

Mr. Snapp stated that the grant application for further study of the town sewer system has been submitted to DEQ, which will help to fund video inspections. Mr. Snapp stated that the Sanitation Authority voted to either fund the \$25,000 match or see if LENOWISCO would be willing to help fund the match.

Sewer Asset Management Plan: M&C is working on the Sewer Asset Management Plan and will be coordinating with DEQ over the next few months to complete.

H/C Ramp HSIP Project: The project was bid at Town Hall on Thursday, June 25th, there was only 1 bidder that submitted. The lone bidder was Estes Brothers Const. at \$211,669.65. This was approximately 3 times the project’s cost estimate. The bid will be rejected due to only having one bidder and the excessive cost. Discussions are ongoing with VDOT about how to best rebid the project. Mr. Snapp stated that one of the contractor’s stated that Estes Brothers had been underbidding a lot of their projects and did not feel it was worth their time to bid against them, but if we re-bid they would be willing to bid. Mr. Snapp stated that he has reached out to Estes Brothers and they have offered to possibly negotiate their price. Mr. Snapp stated that V-DOT may be open to that but it is unlikely that it will come down from \$211,000 to \$75,000. Mr. Snapp stated that the bid has not been officially rejected but should be within the next week once the contractors and V-DOT are all on the same page. Mr. Snapp stated that the project will most likely be re-bid. Council Member Allan “Cotton” Roberts asked what did Estes Brothers see that Mattern & Craig did not see? Mr. Snapp stated that he asked the same question and has not gotten an answer back. Council Member Wallace W. Ross, Jr. asked why there was only one bid? Mr. Snapp stated that one contractor stated that Estes Brothers has been bidding much lower than they could do the job for and did not think it was worth their time to bid. Mr. Snapp stated that there were five plan holders and he was confident that there would be at least three to four bids. Council Member Wallace W. Ross, Jr. stated that the time frame on this project could have allowed for costs to go up. Mr. Snapp stated that he felt that the cost estimate was reasonable and V-DOT echoed those sentiments.

**B. Manager’s Report** – Town Manager Greg Jones delivered the Manager’s Report.

## **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 1<sup>st</sup>, 2017. Environmental Review has been completed and has been approved. VDOT has approved the final budget:

Project Cost and Reimbursement						
Phase	Estimated Project Costs	Funds type (Choose from drop down box)	Local % Participation for Funds Type	Local Share Amount	Maximum Reimbursement (Estimated Cost - Local Share)	Estimated Reimbursement to Locality (Max. Reimbursement - Est. VDOT Expenses)
Preliminary Engineering	\$14,556	HSIP	0%	\$0	\$14,556	
<b>Total PE</b>	\$14,556			\$0	\$14,556	\$6,056
Right of Way & Utilities						
<b>Total RW</b>						\$0
Construction	\$109,584	HSIP	0%	\$0	\$109,584	
<b>Total CN</b>	\$109,584			\$0	\$109,584	\$104,584
<b>Total Estimated Cost</b>	\$124,140			\$0	\$124,140	\$110,640

VDOT has also authorized the project to advertise for contractors. The advertisement will be for a minimum of 21 days.

The Pre-Bid Conference was held on May 28<sup>th</sup>, 2020 and the bid deadline was set for June 17<sup>th</sup>, 2020.

Out of the four plan holders there was only one contractor who submitted a bid. The bid was in the amount of \$211,669.65 which exceeded the engineers estimate by \$135,119.65. Currently Mattern & Craig, Inc is developing options for the Town to consider.

**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 Streets)**

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. To date, VDOT has this project listed as “pending”.

- **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

The Park Street Housing project will be set up on a reimbursement. This project will coincide with the DEQ Wastewater Line replacement project valued at \$1.7 million. The Town may need to obtain a Bond Anticipation Note (BAN) to provide interim financing for both projects.

The project sign has been approved by DHCD and installed onsite.

The demolition order for the vacant house on Park Street has been approved and posted by the Gate City Code Official.

The next Management Team and Rehabilitation Board meeting will be on Monday, July 13<sup>th</sup>, 2020.

- **Dog Park & Gateway Park**

Proposed funding of \$5,000 for the Gateway Park has been included in the FY 2021 Town Budget. Our next project will be the installation of the Stack Fence along the front of the property once Town Council approves the FY 2021 budget.

Proposed funding of \$5,000 for the Dog Park located at Grogan Park has been included in the FY 2021 Town Budget. Our next project will be to address the drainage issue and install the interior fencing once Town Council approves the FY 2021 budget.

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

\$25,000 has been allocated through the FY 2019 budget to place new streetlight banners along Kane and Jackson Streets. The FY 2019 funding for this project has been transferred to the Capital Improvement Savings to continue the project in FY 2020.

I met Mr. Joel Mosca, Mosca Designs – Glenn Allen, VA during the Main Street meeting in Lynchburg, VA. Mosca Designs stated that they can help with the engineering requirements needed for permitting.

I have asked the Gate City Frontier, Inc to take the lead on this project. I suggested that Gate Frontier, Inc. form a subcommittee to include Gate City High School, community sparkplugs, etc. to be involved in the design phase of the banners. Gate City Frontier has informed me that the banner design has been developed.



This is the same design that was recommended by Arnett Muldrow & Associates, Ltd. who drafted the Revitalization Plan for Gate City back in 2007.

I have meet with Mr. Greg Ervin, Principal of the Gate City Vocational Center, on May 21<sup>st</sup>, 2020. They now have vinyl printers and can produce banners for the Town.

I have met with AEP on June 17<sup>th</sup> and July 9<sup>th</sup>, 2020. AEP will be getting more information on what we need to obtain the permit that we need to use their light poles. Town Manager Greg Jones stated that each pole will need an adapter. Town Manager Greg Jones stated that he will be asking the vocational school to create these.

- **Sidewalks – West Jackson Street**

Currently there are no sidewalks located on West Jackson Street past the Scott County Life Saving Crew: Council has approved to submit a HSIP application for the installation of sidewalks on West Jackson Street.

We have learned that VDOT will not be accepting HSIP applications this year. Further Council discussion will be required.

- **Grogan Park/Baseball Fields Flooding Issue**

I met with Scott County Schools, Gate City Little League, and Michele Brooks, Attorney on March 12<sup>th</sup>, 2019 to discuss the flooding issue at Grogan Park Baseball Fields. Under our agreement with Gate City Little League, the Little League is responsible for the maintenance of the baseball fields. Gate City Little League states that they are not using the High School Baseball Field and should not have to provide maintenance to the field. Gate City Schools stated that they will not be playing home games at Grogan Park due to the damage caused by the recent flooding. Gate City Schools did state that they will repair the fence wall at the High School Baseball Field.

I contacted Mr. Hubert Thomas with the U.S. Army Corp of Engineers for assistance in handling the flood issue at Grogan Park. He indicated that a creek survey will need to be conducted prior to determining a plan of action. A site visit was conducted on May 13<sup>th</sup>, 2019.

As a result of the site visit, the Army Corp of Engineers stated that they are expecting to receive additional budget funding due to the increase of flooding issue in our area. Mr. Thomas stated that the Army Corp of Engineers can do a stream study for Big and Little Moccasin Creeks.

Council has approved the letter of engagement for the Army Corp of Engineers to proceed with this survey.

Grogan Park along with the Town of Gate City received significant flooding on Wednesday, February 5<sup>th</sup>, 2020. The Big and Little Moccasin Water Shed was documented with pictures and turned over to the Army Corp of Engineers to help with the assessment project.

The flooding issue continues at Grogan Park. We have received 4.83” in April and 4.42” in May. The park has flooded seven times in March and April 2020.

The Army Corp of Engineers contacted me on June 30<sup>th</sup>, 2020 and stated that the survey has been officially fully funded and they are ready to start. We will be having a kick-off meeting shortly. They are still under travel restrictions due to the COVID-19 health issues.

- **Kane Street & Jackson Street Paving & Parking Plan**

The Virginia Department of Transportation (VDOT) informed the Town that Kane Street and Jackson Street – Sue Street to Aurora Street will be repaved in the coming weeks. VDOT will be responsible for replacing the crosswalks and centerline striping, but the Town is responsible for parking spaces striping.

A Parking Plan has been developed by Mattern & Craig, Inc. and approved by VDOT. Out of the six contractors that have been contacted to submit a bid, only two responded.

Council has approved the Parking Plan and has awarded the bid to Precision Pavement Markings. A kick-off meeting was held on November 5<sup>th</sup>, 2019 with Precision Pavement Markings. This project had been scheduled and cancelled on three separate occasions due to the weather. We are hoping to start this project this week; however, the weather forecast is predicting rain. This

project will begin as soon as the weather permits.

The parking restriping project continues to be on hold due to the weather. The contractors need three days of at least 50-degree weather without rain. There have only been three times that these conditions have been met since last October 2019.

Precision Pavement has been contacted multiple times since May 27<sup>th</sup>, 2020. They have not responded to our phone calls or emails. I am recommending Bracken Asphalt Maintenance to complete the project. They were the second bidder that responded to our Request for Proposals last October.

Bracken Asphalt Maintenance has been hired to complete the striping project. Aside from the two crosswalks on Willow Street, the project is nearly complete.

- **Wastewater Line Replacement Project**

The Gate City Sanitation Authority has been awarded funding to replace the aging wastewater trunk lines.

The original funding has been awarded. The loan will be for twenty years at zero percent interest.

<b>Base Funding</b>			
Total	Grant	Loan	Yearly Payment
\$1,726,278	\$700,000	\$1,026,278	\$51,314

The bid opening ceremony was conducted on October 30<sup>th</sup>. The lowest bid was received at \$2,117,595.00. DEQ has agreed to loan the difference under the same terms as the original offer.

<b>Ammended Funding</b>			
Total	Grant	Loan	Yearly Payment
\$2,117,595	\$700,000	\$1,411,595	\$70,580

The Sanitation Authority did request additional grant funding, but DEQ stated that all the grant funds have already been allocated. Town Council has approved the Support Resolution. This project successfully closed on January 30<sup>th</sup>, 2020. The Notice to Proceed was signed on March 3<sup>rd</sup>, 2020 and the project has begun.

The contractors have made significant progress with this project. The project was scheduled to take one year to complete. The project is now at the 40% completion mark. All the replacement sewer lines have been completed. The remaining lines will be rehabilitated or pipe burst. The project has been modified to address additional infiltration concerns. Burnt Cabin Branch will be evaluated in addition to the scope of this project.

- **Utility Billing Software Replacement Project**

The Utility Billing Software replacement project is on hold while the Town completes the FY 2019 audit. We are expecting the software to be in place by September 1<sup>st</sup>, 2020.



## 2020 Town Events

### Events scheduled for 2020:

<b>Throwback Movie Night:</b>	Friday, July 24, 2020 – Municipal Parking Lot
<b>Back to School Bash:</b>	Saturday, August 1 <sup>st</sup> , 2020 -Jackson Street Movie & Inflatables
<b>Kiss the GRIT Bike Ride:</b>	Saturday, September 26 <sup>th</sup> , 2020 50 miles – Spearhead Trails
<b>King Alleyween:</b>	Saturday, October 24 <sup>th</sup> , 2020
<b>Veteran’s Day Event:</b>	Wednesday, November 11 <sup>th</sup> , 2020 – Grogan Park
<b>Christmas Open House:</b>	Saturday, November 21, 2020
<b>Shop Small Saturday:</b>	Saturday, November 28, 2020
<b>Christmas Parade:</b>	Saturday, December 5 <sup>th</sup> , 2020

The above events are still scheduled but may need to be revised due to the COVID-19 health issue.

On July 6<sup>th</sup>, 2020 I meet with the Spearhead Trails and Scott County Tourism Committee. The Kiss the GRIT Bike Ride is still scheduled for September 26<sup>th</sup>, 2020. So far, about 100 people have expressed interest in the event. This will be an outdoor event and bike riders will not need a face mask while riding but will be required at rest stops along the route. The event may be cancelled depending on how the COVID-19 health issue develops.

Currently the Governor of Virginia has issued guidelines for Phase Three economic reopening. Drive-in movies are required to post signage to provide public health reminders regarding physical distancing, limit to 1,000 participants or less, signage is needed and should include the requirement to wear face coverings at all times and to maintain six feet of physical distance between people who do not reside in the same household. Employees working in customer-facing areas are required to wear face masks. Provide hand washing or sanitizing stations for guests and employees.

Town Manager Greg Jones stated that Gate City Frontier, Inc. met last night and we have decided that it will be in the best interest of everyone to cancel the Throwback Movie Night and Back to School Bash due to the current health crisis.

### Budget Calendar for FY2021

February 25th, 2020 - First Finance Committee Meeting Scheduled.

(Completed)

February 28th, 2020 - Department Head's deadline in submitting needs.

March 20th, 2020 - Submit Street Assessment (Street Committee)

June 4th, 2020 - Finance Committee Meeting (Confirmed)

June 4th, 2020 -	Complete Proposed FY 2021 Budget (Complete)
June 9th, 2020 -	Council to vote on holding a Public Hearing Submit proposed budget to Council for input (Complete)
July 1st, 2020 -	First Public Hearing Notice/Advertising (Complete)
July 8th, 2020 -	Second Public Hearing Notice/Advertising (Complete)
July 14th, 2020 -	Public Hearing
August 11th, 2020 -	Adopt FY 2021 Town Budget

## **Tourism Zone Amendment**

The Finance Committee met on January 7<sup>th</sup>, 2020 to discuss amending the incentive offered to retail businesses by our current Tourism Zone ordinance:

*(1) Rebate on business, professional and occupational license tax imposed by the town pursuant to chapter eleven of the town Code, in an amount equal to 50 percent of the tax paid by the qualified tourism business each year of the incentive period that is directly attributable to the qualified tourism business. For those qualified tourism businesses that are existing tourism businesses, rebates shall only be applicable to taxes assessed and paid on the portion of gross receipts directly attributable to the expansion of the business.*

*(2) Rebate on real estate tax imposed by the town pursuant to chapter six of the town Code, in an amount equal to 100 percent of the tax paid by the qualified tourism business each year of the incentive period that is directly attributable to the qualified tourism business. Real estate must be located in the defined tourist zone and be listed on the National Register of Historic Places. Improvements, remodeling, and construction work must be approved by the department of historic resources to qualify for this incentive. Qualified tourism businesses shall receive the benefits of the tourism zone incentives for a period of three calendar years (the "incentive period"), or until such time that the business no longer operates or qualifies as a qualified tourism business, whichever is the first to occur. If the business ceases to be a qualified tourism business or removes its operation from the tourism zone during a year in which the rebate applies, the business shall not be qualified or receive the rebate for that year or thereafter.*

Our discussion included offering 100% BPOL and Real Estate Tax reimbursement, along with water/sewer tap credit up to \$1,000. A draft version has been developed and approved by the Virginia Tourism Corporation.

Town Manager Greg Jones stated that this is on the agenda for council consideration and approval now that the public hearing has been held.

## **Other**

### **Engineering Procurement**

Town Council has voted to accept Request for Qualifications (RFQ) for qualified engineering firms. The RFQ has been drafted and approved by the Virginia Department of Health (VDH) and Virginia Department of Transportation (VDOT). Direct solicitation to Women Business Enterprise (WBE) and Minority Business Enterprise (MBE). Our direct solicitation has been submitted to VDH and VDOT and we are awaiting approval. The RFQ deadline was on February 20<sup>th</sup>, 2020. Council appointed Council Members Mr. Roger Cassell and Mr. Ron Kindle to the interview committee. The interview

committee held the RFQ opening ceremony on February 20<sup>th</sup>, 2020. The RFQ's are currently under review.

This project has been on hold due to the COVID-19 health crisis. Engineers who have submitted RFQ's have been contacted. This project will be underway shortly.

One of the members of the interview committee election term ended on June 30<sup>th</sup>, 2020.

**Council Action:** Appoint a Council Member to the Interview Committee.

## **CARES Act**

Under the "Coronavirus Aid, Relief, and Economic Security Act" or the "CARES Act" grant funding has been made available through the Virginia Department of Housing and Community Development (DHCD) for the following eligible activities:

- Construction or rehab of structures to be used for shelters, testing or equipment manufacturing
- Training programs for healthcare workers or service industry jobs transitioning to food/pharmaceutical delivery systems
- Acquisition costs for telework/telemedicine services
- Job creation or business development for manufacturing of COVID-related materials, supplies or equipment (PPE)

On Monday, April 20<sup>th</sup>, 2020, I had a telephone conference with Matt Weaver with DHCD and indicated the following funding needs for the Town in response to COVID-19:

- \* Funding to offset cost in providing free online payments platform to our residents/customers.
- \* Funding to pay for laptop computers for Council Members for video/virtual Council meetings.
- \* Funding to pay for laptop computers for admin employees to promote teleworking.
- \* LogMeIn software for admin employees to access work computers from home.
- \* Zoom video conferencing software for video/virtual Council meetings.
- \* Law Enforcement Overtime due to COVID-19.
- \* PPE equipment
- \* Town Hall sanitation/cleaning
- \* Segregate employees from public at Town Hall. Our Town Hall has an open floor plan in which the employees are in direct contact with other employees and walk in traffic. This may be possible by expanding the foyer to include a service window. The foyer is completely enclosed and separate from the HVAC system. Mattern & Craig, Inc. will provide us with specifications for the project soon.

We will be working with DHCD in the coming weeks to help recover costs associated with our response to COVID-19 health issue through the grant funding provided by the CARES act.

On June 1<sup>st</sup>, 2020, we learned that the CARES Act funding was sent to Scott County. Gate City's portion of the funding will be \$163,299. Funding guidelines will be sent to the Town shortly.

## **Coronavirus Emergency Supplemental Funding Grant (CESF)**

The Town has applied for the CESF grant through the Virginia Department of Criminal Justice Services on June 26<sup>th</sup>, 2020. This grant funding will pay for a COVID-19 Preparedness and Response Coordinator through June 30<sup>th</sup>, 2021 if awarded.

## **FY 2019 Town Audit**

Larry D. Sturgill PC, CPA is currently conducting the audit for fiscal year ending 2019. We do not have a target date for completion yet, but it should be soon.

## **Meetings attended:**

### **AEP – May 22<sup>nd</sup>, 2020**

Met with Mr. Jessee Sallee, Customer Service Representative for AEP to discuss options for our streetlight in downtown Gate City. Also discuss the requirement for the Banners to be located on the existing AEP streetlights. Mr. Sallee will be drafting a proposal and will present it to the Town shortly.

## **Virginia Risk Sharing Association (VRSA) – Round Table Webinar**

I attended the VRSA Round Table Webinar on June 23<sup>rd</sup> and July 10<sup>th</sup>, 2020. The webinar consisted of other localities discussing how they are managing the economic reopening and how they are using the CARES Act funding. We also learned that the Virginia Department of Labor and Industry is in the process of developing new employee standards in regard to the COVID-19 health issue.

## **Omar Awning**

I met with Omar Awning from Johnson City, TN on July 1<sup>st</sup>. They inspected the damaged awning at the Scott County Historic Society's building located at 137 East Jackson Street. They have submitted a quote of \$1,500.00 to replace the awning fabric that was damaged. I have approved the repair and it should be taking care of shortly.

## **Scott County Historic Society**

I met with the Board of Directors of the Scott County Historic Society on June 23<sup>rd</sup>, 2020. The board indicated that they would like to learn about grants to help with their operating costs. Typically grants will not cover operating costs, however, we did discuss ways on sharing resources to lower costs. One of the largest expenses they have is with their publications. I will check with the Scott County Vocational School to see if they can help. We also discussed fund raising and creating sponsorship along with their publication activities. Council Member Allan "Cotton" Roberts asked if the Scott County Historical Society is keeping data of how many visitors they get? Council Member Allan "Cotton" Roberts stated this information would be nice

to have since we are letting them rent the building for \$1 per year. Town Manager Greg Jones stated that they do a lot of stuff online but I will check on that.

C. **Attorney's Report** – Town Attorney Michele Brooks delivered the Attorney's Report.

- 946 West Jackson Street – Attorney Brooks stated that a hearing was conducted on June 26<sup>th</sup> and she placed a lien against the property for the costs that the Town incurred on cleaning the property up. Attorney Brooks stated that this is a property that she, Town Manager Greg Jones and Robert Mullins have discussed demolition and this may be something that occurs in the future.
- 391 Highland Street – Town Attorney Michele Brooks stated that either the Highland or Chestnut Street property has just passed the 21-day mark that the owner has to respond before a hearing is set.
- 194 Chestnut Street - Town Attorney Brooks stated that she believes the owner of the Chestnut Street property is in Florida and out of state service of process has been sought through the secretary of the Commonwealth.
- 848 Jackson Street
- 391 Highland Street
- 412 Highland Street
- 493 Highland Street
- 110 Cross Street
- 337 Sergeant Street
- 248 Ravine Street
- 195 Ravine Street
- Wall on 770 West Jackson Street
- Vacant Lot Highland/Starnes Street

Town Attorney Michele Brooks stated that the other properties have been filed and are awaiting the twenty-one day response period except for two of them in which she needs a physical address for one and the other requires service of process in Texas. Town Manager Greg Jones asked if we are still waiting on the twenty-one day period for the wall on 770 West Jackson Street? Town Attorney Michele Brooks stated yes, it was the first one I filed. Council Member Roger Cassell stated that 848 Jackson Street is a repeat offender for grass, and asked how will that work with our ordinance? Town Attorney Michele Brooks stated that she has asked for an injunction against them as well as court costs plus the fine cost. Town Attorney Michele Brooks stated that the ones that we can proceed on that actually live in town, we can have the Chief of Police create a citation. Town Attorney Michele Brooks stated to do this on a uniform summons they have to be physically present and if we cannot do that we have to get them served out of state and go through the circuit court. Town Attorney Michele Brooks stated that she is asking for attorney's fees and court costs on all of these properties. Council Member Roger Cassell stated that he has had some neighbors express concern that the wall on 770 West Jackson is going to fall. Town Attorney Michele Brooks stated that if we need to take remedial action for public safety issues, we can take it down and then put a lien against the property. Town Manager Greg Jones stated that ideally, we don't want to spend as much taxpayer dollars as we possibly can, but eventually we are going to have to step in and take care of this ourselves in the interest of public safety. Vice-Mayor Robin Richards asked if we are setting precedence if we step in and fix the wall? Town Manager Greg Jones stated that if it is a safety issue, we can step in and do that type of work. Council Member Wallace W. Ross, Jr. asked if the wall falls and it hits someone's car, who will be responsible? Town Manager Greg Jones stated that the property owner would be responsible. Council Member Allan "Cotton" Roberts asked if our engineers have looked at the wall? Town Manager Greg Jones stated no, we have a property

maintenance code official. Town Attorney Michele Brooks stated that Mr. Mullins was a contractor for many years before he became a code official and should be able to tell if taking down the wall will impact the property.

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

**Council Member Wallace W. Ross, Jr.** - Council Member Wallace W. Ross, Jr. stated that he would like to see the sidewalk get finished at the red light on Jackson Street and Kane Street.

Council Member Wallace W. Ross, Jr. stated that we need to get hand rails in front of the bank because people are telling him that they are falling there.

Council Member Wallace W. Ross, Jr. asked who designed the boxes with flowers in them that are on the streets, who made them, who paid for them, and what was the cost? Council Member Allan "Cotton" Roberts stated that when the lights were taken out, the boxes were made to cover the spot that was left. Town Manager Greg Jones stated that the Town made the boxes. Council Member Wallace W. Ross, Jr. asked what was the cost? Town Manager Greg Jones stated it has been years since they were made. Council Member Wallace W. Ross, Jr. stated that there were new ones and how is their cost figured into the budget? Town Manager Greg Jones stated that it is just the cost of the wood plus half an hour to forty-five minutes of labor.

Council Member Wallace W. Ross, Jr. asked if the part-time help has been hired to help cut the grass? Town Manager Greg Jones stated that interviews are coming up on Wednesday with two full-time spots to fill and then the part-time. Council Member Wallace W. Ross, Jr. stated that cutting the grass and trash pick-up are running behind. Council Member Wallace W. Ross, Jr. asked why the grass is getting high if they are not picking up brush? Town Manager Greg Jones stated that everything is caught up except for brush pick-up in which there is a waiting list with 29 individuals as of this afternoon. Town Manager Greg Jones stated that we had to wait to do brush pick-up because it requires two to three employees within a six ft parameter and was unsafe for our employees to do so.

**Council Member Roger Cassell** – Council Member Roger Cassell asked if Town Manager Greg Jones has contacted an individual who is interested in cutting the grass? Town Manager Greg Jones stated that he has not yet. Council Member Cassell stated that this individual may be an alternative to hiring part time help and is reasonably priced and has mowed for V-DOT before.

Council Member Roger Cassell asked if Town Manager Greg Jones has heard anything from V-DOT concerning putting the children at play sign on Quillen Drive? Town Manager Greg Jones stated that he has not received a response, but will re-check. Council Member Roger Cassell asked Chief of Police Justin Miller if he has made contact with the complainant concerning this issue? Chief Miller stated yes, he has.

**Vice-Mayor Robin Richards** – Vice-Mayor Robin Richards stated that V-DOT was in the area working on tree trimming and filled in squares on Campbell Street. Vice-Mayor Robin Richards stated that there are quite a few people walking at night on the West End. Vice-Mayor Richards stated that there is nowhere for people to walk, bike or jog except in the road and it is dangerous. Vice-Mayor Richards stated that there were fourteen people walking on the streets in Gate City and it is great to see a healthy culture in the community. Council Member Roger Cassell stated that when we were in Richmond, Donny told us that he would look into the issue on the West End. Mayor Bob Richards suggested asking for a shoulder to be created similar to the one in Pennington and Duffield. Town Manager Greg Jones stated that he will contact Donny Necessary. Vice-Mayor Robin Richards stated that we want to promote that individuals can live in Gate City and walk to get groceries or whatever they may need. Council Member Wallace W. Ross, Jr. asked why not reach out to the honorable Kilgore? Vice-Mayor Robin Richards stated that he is one of the individuals walking.

Mr. Allen Reed asked if Vice-Mayor Robin Richards found out why Darter and Franklin Street did not get paved? Vice-Mayor Robin Richards stated that it was not on the schedule but they have it as a priority to see if they can fit it in but they have not gotten back with me yet. Mr. Allen Reed asked about the water line in that area? Town

Manager Greg Jones stated that nothing is scheduled for those lines. Mr. Allen Reed stated that three lines have busted in the same area but it has been paved over now. Mr. Allen Reed asked why they did not pave the road when they paved on the hill? Town Manager Greg Jones stated that it is a V-DOT issue because it is a state road. Vice-Mayor Robin Richards stated that she will follow up concerning the paving on Darter.

**Council Member Tyler Kilgore - NONE**

**Council Member Allan “Cotton” Roberts** – Council Member Allan “Cotton” Roberts stated that he wants to brag on the water loss which is at 22.87. Town Manager Greg Jones stated that with the new meters, we are confident that we are billing who we need to be billing and we have fixed our leaks and are where we want to be as of right now.

- E. Sanitation Authority** – Council Member Roger Cassell stated that the sewer line project is almost finished. Council Member Cassell stated that the total flow into the regional wastewater treatment plant for the month of June was 9.7 million and our part of it was 5.8 million. Council Member Cassell stated that in the past our flow has been double the total and we have never been this low since I have been on the Sanitation Authority. Town Manager Greg Jones stated that we compared our flow when it didn't rain versus what is our flow when it does rain. Town Manager Greg Jones stated that the average person uses about 50-75 gallons of wastewater per day and when it rained it would be anywhere from 300-400 gallons per person. Town Manager Greg Jones stated that he is still seeing an issue with ground water when it doesn't rain but when it does rain, there is not so much infiltration which is good because we are only halfway through this. Council Member Roger Cassell stated that the next step will be smoke testing.
- F. Police Report** – Chief of Police Justin Miller addressed Council Member Roger Cassell's concern about speeding on Quillen Drive. Chief Miller stated that he was able to speak with the complainant on Quillen Circle and Sargent Street and got the FedEx driver in his radar twice. Chief Miller stated that the driver's speeds were 25 and 27 which is not excessive speeding. Chief Miller stated that the driver accelerates quickly up to 25 and then levels out. Chief Miller stated that this was the only speeding but he will continue to watch.

Chief Miller addressed Vice-Mayor Robin Richards concern about speeding on her end of town. Chief Miller stated that his officers set up between 4 p.m. and 8 p.m. to run radar. Chief Miller stated that he caught the ambulance speeding one time, Sargent Penley wrote 2-3 citations, and officer Shelley wrote 2 citations. Chief Miller stated this was within approximately 15 hours of radar and will continue as they can between 6 p.m. and 8 p.m.

Chief Miller addressed complaints that Town Manager Greg Jones had brought to his attention. Chief Miller stated that there was an individual on Red Hill Rd. complaining about speeding and littering. Chief Miller stated that all of his officers ran extra radar there and issued 10 citations within the last month. Chief Miller stated that they did not catch anyone littering. Chief Miller stated that he will speak with the complainant and let her know what they are doing and will most likely discontinue these efforts due to speeding decreasing due to the police presence.

Chief Miller stated that there has been approximately 12 citations issued due to speeding near Jenkins School of Dance. Chief Miller stated that speeding has decreased.

Chief Miller stated that officer Shelly has been monitoring the trash at Blossom Hills apartments and has addressed some concerns there.

Chief Miller stated that for well over a year the police department has been receiving complaints about drug activity on Una Street. Chief Miller stated that he, Sargent Penley, Officer Shelly, and Officer Stewart have all done surveillance to try and stop vehicles coming from this area. Chief Miller stated that they were able to obtain a search warrant issued for that residence. Chief Miller stated that to his

knowledge, they made the biggest meth bust in the Town's history. Chief Miller stated that they worked with the Sheriff's Office and the Drug Task Force and made several arrests.

Council Member Tyler Kilgore stated that a member of the high school administrative staff has concerns about excessive trash in the parking lot across from the armory. Council Member Kilgore stated that Chief Miller could send a presence there. Chief Miller stated that we received that complaint as well to watch the lot the day before graduation. Chief Miller stated that something that would help us out is new signs that are clearly visible that state that there is no trespassing allowed. Chief Miller stated that it is a feasible defense for individuals to say that they didn't know because the sign is so small. Chief Miller asked Council Member Kilgore to relay that information to the complainant.

Council Member Wallace W. Ross, Jr. asked with the new personnel, will the police department be able to do more patrolling in the community? Chief Miller stated that there is quite a bit of patrolling occurring right now, especially due to COVID. Chief Miller stated that if there are any areas that we need to do more patrols, just let him know.

## **XII. UNFINISHED BUSINESS - NONE**

## **XIII. NEW BUSINESS**

### **1. Naming of Mini Park: Frances Perry**

Frances Perry stated that she has put a copy of her request in the council packets. Mrs. Perry stated that one of her desires when she was mayor was that a good volunteer program would be created in this town. Mrs. Perry stated that she and her son are taking care of the spot in discussion. Mrs. Perry asked the council to consider her request in the way that it was presented. Mrs. Perry stated that it is her pleasure to keep the mini park clean and since she and her son have kept it mowed there has not been as much littering. Mrs. Perry stated that she is not complaining against the public works crew in any way. Mrs. Perry stated that the public works is completely overworked and understaffed. Mrs. Perry stated that when she asked Dr. Templeton for permission to put a sign up in his yard, he stated that as hard as he tries to keep his property neat and attractive, the town lot looks like a trash dump. Mrs. Perry told him that she would take care of that. Mrs. Perry stated that she will take care of the lot as long as she is physically able regardless of what the Council decides.

Council Member Allan "Cotton" Roberts stated that he saw Mr. Sampson mowing the park area many times and thinks he deserves it to be named after him because he did a lot for the town of Gate City. Council Member Wallace W. Ross, Jr. stated that Mr. Sampson was on the Council and worked with his mother and thinks it would be a wonderful thing to name the park after him.

Motion made to move forward with naming the mini park "Sampson Mini Park".

Motion by: Allan "Cotton" Roberts

2nd by: Vice-Mayor Robin Richards

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

Mrs. Perry thanked the Council for their approval. Council Member Roger Cassell asked for a sign to be made to that effect. Town Manager Greg Jones stated he will take care of it. Council Member Roger Cassell stated that Mr. Sampson helped to purchase the first fire truck that Gate City ever had. Council Member Allan "Cotton" Roberts stated that Mr. Sampson did a lot of good things for this little town.



## 2. Appointments

- **Town Manager**

Motion made to appoint Greg Jones as Town Manager.

Motion by: Allan "Cotton" Roberts

2nd by: Roger Cassell

VOTE: Aye: 4

Nay: 1

Absent:

Abstain: **Motion Carried.**

- **Chief of Police**

Motion made to appoint Justin Miller as the Chief of Police.

Motion by: Allan "Cotton" Roberts

2nd by: Tyler Kilgore

VOTE: Aye: 5

Nay:

Absent:

Abstain: **Motion Carried.**

- **Town Attorney**

Motion made to appoint Michele Brooks as Town Attorney.

Motion by: Allan "Cotton" Roberts

2nd by: Roger Cassell

VOTE: Aye: 5

Nay:

Absent:

Abstain: **Motion Carried.**

- **Town Clerk**

Motion made to appoint Lydia Morales as Town Clerk.

Motion by: Allan "Cotton" Roberts

2nd by: Wallace W. Ross, Jr.

VOTE: Aye: 5

Nay:

Absent:

Abstain: **Motion Carried.**

- **Town Treasurer**

Motion made to appoint Cherie Carr as Town Treasurer.

Motion by: Allan "Cotton" Roberts

2nd by: Tyler Kilgore

VOTE: Aye: 5

Nay:

Absent:

Abstain: **Motion Carried.**

### 3. Nominations and Election of Vice Mayor

Mayor Bob Richards opened the nominations.

Council Member Allan “Cotton” Roberts nominated Council Member Tyler Kilgore.  
Council Member Wallace W. Ross, Jr. nominated himself.  
Vice-Mayor Robin Richards nominated herself.

Motion made to close the nominations.

Motion by: Robin Richards

2nd by: Roger Cassell

VOTE: Aye: 5

Nay:

Absent:

Abstain: **Motion Carried.**

The Council voted by secret ballot for the Election of Vice- Mayor. Town Clerk Lydia Morales handed out the ballots and retrieved them from each Council Member once their vote was written. Town Clerk Lydia Morales read the votes aloud: one vote Tyler Kilgore, one vote Tyler Kilgore, one vote Wallace W. Ross Jr., one vote Robin Richards, and one vote Robin Richards. Town Clerk Lydia Morales stated this is a tie between Robin Richards and Tyler Kilgore. Mayor Bob Richards asked if another vote could be taken? Town Attorney Michele Brooks stated that another vote would need to be taken between the two.

Town Clerk Lydia Morales handed out blank ballots to each Council Member and retrieved them once their votes were written. Town Clerk Lydia Morales read the votes aloud: one vote Tyler Kilgore, one vote Tyler Kilgore, one vote Robin Richards, one vote Robin Richards, and one vote Robin Richards. Town Clerk Lydia Morales stated this is 3 to 2 in favor of Robin Richards. Vice-Mayor Robin Richards will continue to serve as the Vice-Mayor.

### 4. Appointment of Council Committees

Mayor Bob Richards stated his appointments for each committee.

- Finance/Budget Committee- Mayor Bob Richards appointed Council Member Roger Cassell and Council Member Allan “Cotton” Roberts to the Finance/Budget Committee.
- Personnel Committee- Mayor Bob Richards appointed Vice-Mayor Robin Richards and Council Member Tyler Kilgore to the Personnel Committee.
- Economic Redevelopment Committee- Mayor Bob Richards appointed Council Member Allan “Cotton” Roberts and Council Member Roger Cassell to the Economic Redevelopment Committee.
- Events Committee/Frontier- Mayor Bob Richards appointed Council Member Allan “Cotton” Roberts and Vice-Mayor Robin Richards to the Events Committee/Frontier.
- Planning Commission- Mayor Bob Richards appointed Council Member Roger Cassell to the Planning Commission.
- Street Committee- Mayor Bob Richards appointed Vice-Mayor Robin Richards and Council Member Wallace W. Ross, Jr. to the Street Committee.

- Codification & Property Maintenance- Mayor Bob Richards appointed Council Member Allan “Cotton” Roberts and Council Member Tyler Kilgore to Codification and Property Maintenance.
- Park Committee- Mayor Bob Richards appointed himself to the Park Committee.
- Cemetery & Historical Committee- Mayor Bob Richards appointed Council Member Tyler Kilgore to the Cemetery and Historical Committee.
- Sanitation Authority- Mayor Bob Richards appointed himself and Council Member Roger Cassell to the Sanitation Authority.

Mayor Bob Richards stated that he tried his best to give everyone at least something that they asked for.

5. **The proceedings of the Gate City Town Council shall be governed by Robert's Rules of Order, as amended.**

Motion made to approve that the proceedings of the Gate City Town Council shall be governed by Robert's Rules of Order, as amended.

Motion by: Allan “Cotton” Roberts

2nd by: Robin Richards

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

6. **Council to authorize Banking and Checking Signatures:**

- Mayor Bob Richards

Town Attorney Michele Brooks stated that the mayor typically signs checks and there is a member of Council who is an alternate signature. Council Member Allan “Cotton” Roberts asked if someone would need to be nominated? Town Attorney Michele Brooks stated that someone will need to be nominated and she recommended that it not be Vice-Mayor Robin Richards since she and the mayor are in the same household.

Motion made to authorize Mayor Bob Richards for banking and checking signatures.

Motion by: Allan “Cotton” Roberts

2nd by: Tyler Kilgore

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

- Secondary Bank and Checking Signature:

Council Member Allan “Cotton” Roberts nominated Council Member Roger Cassell to be the secondary signature.

Motion made to authorize Council Member Roger Cassell as the secondary bank and checking signature.

Motion by: Allan “Cotton” Roberts

2nd by: Robin Richards

VOTE: Aye: 4

Nay:

Absent:

Abstain: 1

**Motion Carried.**

**7. Engineering Firm RFQ: Interview Committee**

Motion made to nominate Tyler Kilgore to the Engineering Firm RFQ: Interview Committee.

Motion by: Allan "Cotton" Roberts

2nd by: Robin Richards

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

**8. Authorization to apply: DHCD Planning Grant Downtown Community Revitalization Grant**

Town Manager Greg Jones stated that the Town won this grant in 2006 and DHCD says we can reapply. Town Manager Greg Jones stated that if we win this planning grant, DHCD will provide us with \$30,000 to \$35,000 for funding to make the application for the block grant for the downtown revitalization project. Town Manager Greg Jones stated that this could possibly be the way to get the street lights replaced.

Motion made to apply for the DHCD Planning Grant Downtown Community Revitalization Grant.

Motion by: Allan "Cotton" Roberts

2nd by: Tyler Kilgore

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

**9. Weber City Refuse Agreement**

Town Manager Greg Jones stated that we had developed an agreement with Weber City that was based on 250 pick-ups for refuse pick-up. Town Manager Greg Jones stated that we have since done a trial run with them and have learned that it is closer to 500 pick-ups and includes businesses and a couple of stops that are out of town limits. Town Manager Greg Jones stated that this project will take more resources than we had originally planned for. Town Manager Greg Jones stated that it would take a two-day time frame rather than a one-day and in order to do that, we would have to re-vamp our entire pick-up schedule for the whole town and Weber City and hire additional full-time people to do the work. Town Manager Greg Jones stated that he is asking council to reject the agreement and we will pull out altogether. Town Attorney Michele Brooks stated that it is mute at this point because Weber City has already made other arrangements. Town Attorney Michele Brooks stated that she has given a letter of rescission to Mr. Carrico, the representative for Weber City. Town Attorney Michele Brooks stated that we did do one day of pick-up just as a courtesy because we said we would do it and we kept our commitment as far as that goes.

Motion made to rescind the refuse agreement with Weber City.

Motion by: Allan "Cotton" Roberts

2nd by: Robin Richards

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

**10. Proposed Temporary Closure of King Avenue**

Motion made to discuss the proposed temporary closure of King Avenue.

Motion by: Allan "Cotton" Roberts

2nd by: Robin Richards

Vice-Mayor Robin Richards asked what is the proper name of the street? Town Manager Greg Jones stated it is King Street. Council Member Allan "Cotton" Roberts stated that the VML magazine has two articles regarding street closure to create green spaces. Council Member Allan "Cotton" Roberts stated that the city of Alexandria, VA closed a street called King Street and put up tables for people to eat at. Council Member Allan "Cotton" Roberts stated that he is showing the council this to let them know what other towns are doing. Council Member Allan "Cotton" Roberts asked if the council thought that these towns received any rebuttal concerning the street closures? Council Member Allan "Cotton" Roberts stated that all towns with any progressive vision have to do things like this if they are ever going to change. Council Member Allan "Cotton" Roberts stated that insanity is doing the same thing and expecting a different outcome.

Council Member Allan "Cotton" Roberts stated that the premise that he will profit from the street closure is a lie from the pits of Hell. Council Member Allan "Cotton" Roberts stated that the proposal came from Gate City Frontier to bring business to downtown. Council Member Allan "Cotton" Roberts stated that he keeps hearing that "Gate City is never going to do anything" but when you try to do something you get rebuttal from everybody. Council Member Allan "Cotton" Roberts stated that usually the individuals who you get rebuttal from are the ones who don't care whether there is any change or not. Council Member Allan "Cotton" Roberts stated that he did not open the bakery for himself, he and his wife did it for the community and that is why it is called "Family Bakery". Council Member Allan "Cotton" Roberts stated that it is not for profit for "Cotton" Roberts. Council Member Allan "Cotton" Roberts stated that he purchased another building and opened another business but not for his profit. Council Member Allan "Cotton" Roberts stated that he and his wife have "busted their butts" in this town and have invested hundreds of thousands of dollars in this town to try to bring it back to life. Council Member Allan "Cotton" Roberts stated that he opened b&b apartments to bring people to town and not for our profit. Council Member Allan "Cotton" Roberts stated that two people stayed in the apartments this past weekend from Philadelphia and New York and people are coming from everywhere. Council Member Allan "Cotton" Roberts stated that they are not making a profit, and he is not a millionaire. Council Member Allan "Cotton" Roberts stated that they are trying to do something with Gate City Frontier that can bring this town back to life and it will never happen as long as you listen to the naysayers that are in this town. Council Member Allan "Cotton" Roberts stated that it is no wonder that these other towns are making their towns a better place to live in, because they are doing something.

Council Member Wallace W. Ross, Jr. stated that the cities that Council Member Allan "Cotton" Roberts is talking about have a higher population and the condition of their streets is superior to what we have. Council Member Wallace W. Ross, Jr. stated that if you want to attract businesses, you have to have sidewalks and streets that are attractive and draw people in. Council Member Wallace W. Ross, Jr. stated that he is for progress and believes in change but this will affect older people trying to get in and out. Council Member Wallace W. Ross, Jr. asked who will benefit from the street closure and who will take care of it and keep it clean? Council Member Allan "Cotton" Roberts stated that Gate City Frontier would take care of it and it would create a place for social outside gatherings during the COVID-19 pandemic. Council Member Allan "Cotton" Roberts stated that it would bring in food trucks that would bring people to town and allow local entertainment to play there. Council Member Allan "Cotton" Roberts stated that anything that you can do to put feet on the street is what allows you to have businesses in town. Council Member Wallace W. Ross, Jr. stated that we need to send someone to the VML to do a booth to get us recognized. Council Member Allan "Cotton" Roberts stated that Virginia Mainstreet is who we are associated with and their whole purpose is to try and revitalize the downtown economy. Council Member Wallace W. Ross, Jr. stated that if the street is closed it will put older citizens in harms way. Council Member Wallace W. Ross, Jr. stated that he would be the first one there enjoying it and helping if it did not affect the older citizens. Council Member Allan "Cotton" Roberts stated that regardless of whether the light is there or not, it is a dangerous situation to come down Cleveland and Woodland and we need to address that and prevent it from being dangerous. Council Member Wallace W. Ross, Jr. stated that the number of cars that use that street is approximately 500 and it would probably be higher if there was no pandemic. Council Member Allan "Cotton" Roberts stated that he believes it is higher because of the pandemic. Council Member Wallace W. Ross, Jr. stated that street is important because that is the only place the fire truck can go. Council Member Allan "Cotton" Roberts stated that he doesn't believe they take the big truck up that way anyway. Council Member Allan "Cotton" Roberts stated that the benefits of closing the street are that people can sit and eat their lunch if they work in town and it won't cost the town anything.

Council Member Allan “Cotton” Roberts stated that it is a temporary basis with a July, August, September time frame. Council Member Wallace W. Ross, Jr. asked where will the profits be going? Council Member Roberts stated that the merchants will profit. Council Member Wallace W. Ross, Jr. asked where will they park? Council Member Roberts stated that they will park on the street. Council Member Wallace W. Ross, Jr. stated that someone will have to sanitize the tables due to COVID-19. Council Member Wallace W. Ross, Jr. stated that he is concerned for the citizens. Frances Perry stated that the Gate City Frontier will take care of the area. Frances Perry asked how many individuals are part of Gate City Frontier? Council Member Roberts stated there are 12 individuals. Council Member Roberts stated that Backdraft Barbecue is a local business that is traveling all over the state to try to find somewhere to set up his food truck and we should be able to set something up for him to do it here. Council Member Roberts stated that there are 26 signatures on the petition in favor of closing the street.

Motion made to temporarily close King Avenue from August 1, 2020 to September 30, 2020.

Motion by: Allan “Cotton” Roberts

2nd by: Tyler Kilgore

VOTE: Aye: 1

Nay: 3

Absent:

Abstain: 1

**Motion Failed.**

**11. Authorization to Request for Proposals: New Phone System for the Town Hall**

Town Manager Greg Jones stated that the new phone system is in the budget to be approved in August but he would like to go ahead and start receiving bids. Town Manager Jones stated that we will be getting voicemail, speaker phones, and the ability to have conference calls.

Motion made to authorize request for proposals for the new phone system for the Town Hall.

Motion by: Allan “Cotton” Roberts

2nd by: Robin Richards

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

**12. Approve Civil Penalty Lawsuit under Section 6.6 (F): 196 Ravine Street**

Town Manager Greg Jones stated that this is a property maintenance violation in which a NOV has been issued for failure to maintain grass and debris on the front porch.

Motion made to approve Civil Penalty Lawsuit under Section 6.6 (F) for 196 Ravine Street.

Motion by: Allan “Cotton” Roberts

2nd by: Roger Cassell

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

**13. Approve Amended Tourism Zone Ordinance Sec: 24-65:**

Motion made to approve amended Tourism Zone Ordinance Sec: 24-65.

Motion by: Roger Cassell

2nd by: Robin Richards

VOTE: Aye: 4

Nay:

Absent:

Abstain: 1

**Motion Carried.**

**14. Cancellation of Events: Throwback Movie Night July 24<sup>th</sup> and Back to School Bash August 1<sup>st</sup>**

Council Member Allan “Cotton” Roberts stated that Gate City Frontier has discussed this and believe it would be a struggle to keep everything up to COVID-19 standards during the events and would be a lot of money to spend for an uncertainty of whether or not the events would still be able to happen on those dates. Council Member Roberts stated that it is a good idea and believes we need to implement it next year.

Motion made to cancel the events: Throwback Movie Night July 24<sup>th</sup> and Back to School Bash August 1<sup>st</sup>

Motion by: Allan “Cotton” Roberts

2nd by: Robin Richards

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

**XIV. PUBLIC COMMENT – NEW BUSINESS - NONE**

**XV. CLOSED SESSION - NONE**

**XVI. ADJOURN**

**Motion made to adjourn.**

Motion by: Allan “Cotton” Roberts

2<sup>nd</sup> by: Robin Richards

VOTE: Aye: 5

Nay:

Absent:

Abstain:

**Motion Carried.**

\*Mayor Richards adjourned the meeting at 10:03 P.M., until the next scheduled Council Meeting on August 11, 2020.

\_\_\_\_\_  
Bob Richards – Mayor

\_\_\_\_\_  
Lydia Morales - Town Clerk