

TOWN COUNCIL MINUTES



Gate City Town Council Minutes
August 11, 2020
190 Beech St., Gate City, VA
6:30 PM

I. COUNCIL MEETING CALLED TO ORDER AT 6:31 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; Dr. David Dawson, Virginia Department of Health Deputy Field Director; Dave Wilson, Mattern & Craig; Ron Kindle; Debbie Kindle; Loretta Cruby, Water Plant Operator; Justin Venable, Scott Service Program Coordinator; Jessica Keith, Scott Service Program Director; David E. Fellhauer, Chief Deputy Commonwealth Attorney

III. INVOCATION – Mayor Bob Richards

IV. PLEDGE OF ALLEGIANCE - Chief of Police Justin Miller

V. APPROVAL OF AGENDA

Mayor Bob Richards stated that a little before the meeting, he received the lease agreement for a green space from CEI and Town Attorney Michele Brooks has had the opportunity to look it over and he would like to add it as an item to the agenda.

Motion made to amend the agenda to add the item: CEI Lease Agreement for a Green Space in Town under New Business.

Motion by: Allan “Cotton” Roberts

2nd by: Robin Richards

VOTE: Aye, 5
Nay,
Absent,
Abstain

Motion Carried.

Mayor Bob Richards asked that the agenda also be amended to add a public comment after the Unfinished Business section of the agenda because we have some people who wish to speak about unfinished business. Mayor Bob Richards rescinded this request due to a member of the public stating that they will speak at the regularly scheduled public comment instead.

Motion made to approve the agenda as amended.

Motion by: Allan “Cotton” Roberts

2nd 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.

- **Virginia Department of Health, Deputy Field Director, Dr. David Dawson: 2019 Virginia Optimization Gold Standard Award** – Dr. David Dawson introduced himself and the processes that have led to the Town winning the award. Dr. Dawson stated that out of 130 water plants, 41 qualified for the 2019 gold award. Dr. Dawson stated that this is the 9th consecutive year (later revised that this is actually the 10th consecutive year) that the Town’s water plant has received the gold award. Dr. Dawson stated that there are very few others that have that long of a winning streak. Dr. Dawson and Mayor Richards presented the award to Water Plant Operator Loretta Cruby. Ms. Cruby thanked all of her operators.

VII. APPROVAL OF MINUTES

1. Approval of July 14, 2020, Town Council Public Hearing: Sec. 24-65 Gate City Tourism Zone Ordinance Amendments Minutes.

Motion made to approve minutes as presented.

Motion by: Allan “Cotton” Roberts

2nd by: Robin Richards

VOTE: Aye: 5

Nay:

Absent:

Abstain: **Motion Carried.**

2. Approval of July 14, 2020, Town Council Public Hearing: Proposed Temporary Closure of King Avenue Minutes.

Motion made to approve minutes as presented.

Motion by: Allan “Cotton” Roberts

2nd by: Wallace W. Ross, Jr.

VOTE: Aye: 5

Nay:

Absent:

Abstain: **Motion Carried.**

3. Approval of July 14, 2020, Town Council Public Hearing: FY 2021 Proposed Budget Minutes.

Motion made to approve minutes as presented.

Motion by: Allan “Cotton” Roberts

2nd by: Tyler Kilgore

VOTE: Aye: 5

Nay:

Absent:

Abstain: **Motion Carried.**

4. Approval of July 14, 2020, Town Council Minutes.

Motion made to approve minutes as presented.

Motion by: Allan “Cotton” Roberts

2nd by: Wallace W. Ross, Jr.

VOTE: Aye: 5

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

VIII. APPROVAL OF PAYMENTS

Motion made for approval for payment of bills for July 2020 as presented.

Motion by: Robin Richards
2nd by: Allan “Cotton” Roberts
VOTE: Aye: 5
Nay:
Absent:
Abstain: **Motion Carried.**

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

Frances Perry – Mrs. Perry stated that the Council was asked to join a program with the Commonwealth’s Attorney that was developed to alleviate the overcrowding of the jail and give a hands up to those who have been arrested for nonviolent crimes. Mrs. Perry stated that when the program was presented, she personally could see the value of offering help to those individuals who somehow got lost in the system in the shuffle of life and were in need of a program that was willing to give them a chance and offer them the much needed help and attention that they deserve. Mrs. Perry stated that at the time of presentation, the Council was very skeptical of the program and money was an issue. Mrs. Perry asked when are we going to learn that money is not the answer to the crime problem? Mrs. Perry stated that this program is not about money, it is about helping people who have not had anyone to help them along their way so that they can make it on their own. Mrs. Perry stated that on July 14th there was an article in the Kingsport Times News that stated that out of 48 participants in this program, 90% are well on their way to completing the program and \$92,000 in revenue had been paid in restitution. Mrs. Perry stated that she would call this a success. Mrs. Perry asked that the Council consider this program prayerfully and try to understand the underlying purpose.

Justin Venable and Jessica Keith, Scott Service Program – Mrs. Keith stated that they are here to answer any questions that anyone may have since they have not been able to meet due to COVID-19 and since there are new members on the Council. Mrs. Keith stated that the program has been active for almost a year. Vice-Mayor Robin Richards asked with the leadership change, there are still no changes in the program correct? Mrs. Keith stated that the program will remain the same. Mayor Bob Richards asked for an overview of the program. Jessica Keith stated that the program is a second chance for individuals who have non-violent past criminal history. Mrs. Keith stated that the program identifies places in the community that these individuals can work with site supervisors. Mrs. Keith stated that they allow their participants to work, go home every evening, attend available or required substance abuse counseling, mental health therapy and other therapies that have been identified that they may need. Mrs. Keith stated that these services are free of charge to their participants. Mrs. Keith stated that participants can also get their GED and take courses such as budgeting, career skills, and OSHA training through the program. Mrs. Keith stated that the participants are closely monitored and we have had 12 participants graduate. Mayor Bob Richards asked if Jessica and Justin are supervising the workers themselves? Mrs. Keith stated that there are supervisors at each site but the coordinators are in constant contact with these supervisors if they need assistance.

Mayor Richards closed the public comment session at 6:53 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 -Dave Wilson with Mattern & Craig delivered the Engineer’s 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 prior to the Moccasin Creek Line work that can’t start till after the time of year restriction dates end, which is September 15th. There is still over \$300,000 of construction money left in the funding package to use at the Town discretion. Mr. Wilson stated that we are on track to meet the initial budget of \$1.35 million which includes \$700,000 in principal forgiveness or grant money that will be utilized by the town in accordance with DEQ guidelines. Mr. Wilson stated that there will be six manholes remaining that were not used on the initial project, but we want to meet with the individuals who maintain the system to identify where we can utilize them. Mr. Wilson stated that all other funding that is remaining was to complete additional studies to identify I&I. Mr. Wilson stated the Town has secured another offer for funding from DEQ for \$100,000 and \$75,000 is grant. Mr. Wilson stated that Bill Spencer with DEQ has recommended using this grant money for the evaluations rather than taking on more loan at this time.

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. Mr. Wilson stated that the plan is an overall accountancy of the way that the collection system is operated, way the treatment system is operated, the way you inventory the different items in the system, and a plan for moving forward with its operation and maintenance. Mr. Wilson stated that the Sewer Asset Management Plan will be required for future DEQ loan and grant funding. Vice-Mayor Robin Richards asked if an asset management plan is required for each project or year? Mr. Wilson stated it is required for different entities such as sanitary, water, etc. Town Attorney Michele Brooks stated that our audit typically checks to make sure we have an asset management plan in place.

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 has been officially rejected and we have submitted a letter to VDOT for re-authorization to advertise the project again. Council Member Allan “Cotton” Roberts asked if we are now waiting on V-DOT? Mr. Wilson stated yes, we anticipate hearing from them at any time. Council Member Wallace W. Ross, Jr. asked how far back will this put the project as far as time frame? Mr. Wilson stated that if we can re-advertise in September bids could be re-opened in 30-45 days possibly in October. Mr. Wilson stated that if it is pushed into winter, it would most likely be spring before the project could begin. Council Member Wallace W. Ross, Jr. asked is our process of advertising too narrow? Mr. Wilson stated that we should probably look at that and do the pre-bid conference again. Council Member Roger Cassell asked where the project was advertised? Mr. Wilson stated that he believed it was advertised in the Herald Courier and the EVA site. Mr. Wilson stated that if there are any suggestions, he would like to reach out to them. Council Member Allan “Cotton” Roberts asked if we can’t get any more bids, is there any way we can combine this project with the Manville Sidewalk project in 2021? Mr. Wilson stated that he will check into that and speak to V-DOT about it.

- B. **Manager’s Report** – Mayor Bob Richards gave an update on the Manager’s Report. Mayor Richards stated that Town Manager Greg Jones informed him that the bids for demolition on Park Street have been received, accepted, and awarded.
- C. **Attorney’s Report** – Town Attorney Michele Brooks stated that she is waiting to hear back from the judge’s secretary to schedule civil cases, but we have passed the 21 day notice period for the people

who have been served with current property maintenance complaints. Town Attorney Brooks stated that we will wait for code official Robert Mullins to be back in office to hold the hearings. Town Attorney Brooks stated that no one has filed response of pleadings. Council Member Allan “Cotton” Roberts asked if Town Attorney Brooks knew anything about the home on Willow Street that is a safety hazard? Town Attorney Brooks stated that she will have to check on that.

- 946 West Jackson Street
- 391 Highland Street
- 194 Chestnut Street
- 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

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

Council Member Wallace W. Ross, Jr. – Council Member Ross stated that the grass on Manville is growing tall. Council Member Ross stated that after the storm, there were a lot of trees that fell on the lot on Chestnut Street. Council Member Ross stated that the lot may need to be cut.

Council Member Allan “Cotton” Roberts – Council Member Roberts stated that someone called the police on a family playing ball on the Little League Ballfield. Council Member Allan “Cotton” Roberts asked Chief Miller if he knew anything about that? Chief Miller stated that no one informed him about it and stated that there is one particular family that the Little League asked the police to keep off the property that had been banned. Council Member Roberts stated that it is not the police department’s fault because they were just doing what they were asked to do, but the Town of Gate City owns those ball fields. Town Attorney Michele Brooks stated that we have a contract with the Little League for use. Council Member Roberts stated that there was no Little League this year due to COVID. Council Member Roberts stated the Town doesn’t want the impression in the community that a family cannot play ball at the fields without the law being called on them to make them leave in a time where you can’t hardly do anything. Council Member Roberts stated that they are not even playing ball right now, so I see no harm in going there with your family for some outdoor activity. Vice-Mayor Robin Richards asked when did this happen? Council Member Roberts stated he believes it happened Sunday. Council Member Wallace W. Ross, Jr. asked if there was a report done on it? Chief Miller stated that typically, if we are just asking someone to leave we don’t do a report. Chief Miller stated that he thought we left issues of enforcement up to the Little League and asked do we decide who is allowed there as an entity of the town or does the Little League? Town Attorney Michele Brooks stated that she will have to check the contract but does not believe there is exclusive use in there concerning the fields. Council Member Roberts stated that he is concerned that the individual over the Little League may be trying to control whoever can go to the park and he is concerned for the residents who want to use the fields just as if they wanted to go and use anything else that is there. Chief Miller stated that the social media post was made

by the family that the Little League asked for us to specifically keep off the property. Chief Miller stated that the president of the Little League stated that this family is no longer a member of the Little League and the code for the batting cages had to be changed because they were still coming and using them. Council Member Roberts stated that still doesn't justify the situation. Council Member Roger Cassell stated that he could agree with not allowing them to have access codes but just because they don't belong to Little League doesn't mean you can tell them they can't use something that city taxes have paid for. Council Member Roger Cassell stated that the Town gives the Little League money to help maintain the fields and assist with their bills.

Council Member Tyler Kilgore – NONE

Council Member Roger Cassell – NONE

Vice- Mayor Robin Richards - NONE

E. Sanitation Authority - NONE

F. Police Department – Chief of Police Justin Miller delivered the Police Department Report. Chief Miller stated that the parking lot next to the high school football field now has trash cans and he thought that this would alleviate the problem, however, it doesn't seem like it did. Chief Miller stated that the school has also gotten a visible no trespassing sign and he will be enforcing this. Chief Miller stated that there is now no excuse for the littering now that there is a new sign and trash cans. Chief Miller stated that the police department has had twice as many incident-based reports as well as twice as many arrests. Chief Miller stated that they have an appointment Thursday to get the new police car marked.

Mayor Bob Richards stated that he saw on the police report that there were three accidents this month and three last month. Mayor Richards asked if the accidents are scattered or generalized in one area? Chief Miller stated that the accidents that don't have injuries happen randomly. Chief Miller stated that he has looked through the crash data over the past few years and has seen that the highest percentage of speed related crashes with injuries are at the intersection of Fir Street and Jackson Street, on Reed Hollow Rd coming out onto Jackson Street, and on Veterans Memorial coming onto Jackson Street. Mayor Bob Richards asked if there is a consistent reason for the accident? Chief Miller stated that it is often not coming to a complete stop at a stop sign or speed. Chief Miller stated that we have had few crashes that are alcohol or drug related.

Council Member Roger Cassell stated that at one time we were buying tokens from Quick Stop for the police department to wash the vehicles. Council Member Cassell asked if we are still buying those? Chief Miller stated that he was told that they could get them from Quick Stop as needed, however, the last few times we were only able to get a couple at a time and we are currently out of them. Council Member Cassell asked what would be easier for the police department? Chief Miller stated that it would be easier for Treasurer Cherie Carr to hold them and the officers just pick them up. Council Member Roger Cassell stated that image goes a long way, especially with new cruisers.

XII. UNFINISHED BUSINESS

1. Daniel E. Fellhauer, Chief Deputy Commonwealth Attorney: Town of Gate City Misdemeanor Cases Agreement Extension Request

Mr. Fellhauer introduced himself and stated that he took over the Chief Deputy Commonwealth Attorney position for Andrew Johnson last week. Mr. Fellhauer stated that there were a lot of court dates moved due to COVID and some were even pushed to September. Mr. Fellhauer stated that the idea of the proposal is

to share in revenue and allocate some funds back to the Commonwealth's Attorneys Office and have an Attorney available so that what is going on state warrants is kept local instead of going to Richmond. Mr. Fellhauer stated that this could help keep money here in the Town. Mr. Fellhauer stated that many county ordinances have been amended to keep that revenue here. Mr. Fellhauer stated that he is asking to share in that revenue so that we can have someone handling all the charges. Mayor Bob Richards stated that the letter requests an extension until the end of the year. Town Attorney Michele Brooks stated that we were originally going to do this on a trial basis at no cost to the town until August. Council Member Roberts stated that he can understand due to the fact that there was no court. Mr. Fellhauer asked if the Town is seeing this revenue? Mayor Bob Richards stated that the letter states that they were able to collect \$6,250 in fines in only one court and have collected approximately half in July with the courts being postponed. Mr. Fellhauer stated that an entire Gate City court day had been missed. Town Attorney Michele Brooks stated that March, April and May have all been missed and she believes that Mr. Johnson's proposal was to continue at no cost to the Town until the end of the year and see how things are going. Council Member Roberts stated that we wanted to see how the numbers worked out and we have not locked into the Scott Service Program. Town Attorney Michele Brooks stated that she believes that the Council is concerned as to what cost would it be to the Town for the Commonwealth's Attorney office to prosecute our misdemeanors. Mayor Bob Richards stated that the original agreement was on a trial basis until the end of August and now Mr. Johnson wants to extend it until December. Council Member Roberts stated that we know these numbers are not realistic with the COVID situation.

Motion made to extend the original agreement with the Commonwealth's Attorney to prosecute the Town of Gate City's misdemeanor cases at no cost to the Town due to the lack of information caused by the closing of the courts for COVID-19.

Motion by: Allan "Cotton" Roberts

2nd by: Tyler Kilgore

VOTE: Aye: 5

Nay:

Absent:

Abstain:

Motion Carried.

XIII. NEW BUSINESS

1. PTO Policy: Removal of Compensation Time Benefit from Policy

Council Member Allan "Cotton" Roberts stated that it is the personnel committee's understanding that this was supposed to be taken care of the first of the year, but it was not presented.

Motion made to remove the compensation time benefit from the PTO policy.

Motion by: Allan "Cotton" Roberts

2nd by: Robin Richards

Motion Died Due to No Vote.

Council Member Wallace W. Ross, Jr. asked if this will affect just the salaried people? Mayor Bob Richards stated yes, salaried personnel only. Council Member Ross asked how many salaried personnel do we have? Council Member Roberts stated just one, the Town Manager. Town Attorney Michele Brooks stated that she assumes that the salaried employee has quite a bit of comp time on the books. Town Attorney Michele Brooks asked if a parameter will be set as to when that should be taken? Town Attorney Michele Brooks stated that whatever has been accumulated, we need to allow it to be taken within a reasonable time frame since it was accumulated under the policy. Council Member Roberts stated that it was supposed to have been removed around the first of the year and it was agreed that this would not be useful for the employee. **Town Attorney Michele Brooks recommended tabling this until after closed session.**

2. Approve the FY 2021 Town Budget

Council Member Roger Cassell stated that on page 5 under the Police Department there is \$5,200 proposed for cell phones and jet packs. Council Member Cassell stated that Chief Miller was only allocated \$1,500 for equipment and it has been used with the hiring of the new employee. Council Member Cassell stated that he believes that no one is certified to use the computers with the jet packs. Chief Miller stated that officer Shelley and officer Penley can still use the computers, but everyone else's certification has expired. Chief Miller stated that he had requested that the money for the jet packs be reallocated to the equipment since they do not use them enough anyway. Chief Miller stated that the new officer's equipment was over \$1,000 and that was during the first month of our budget. Council Member Cassell asked Chief Miller if it would be better to get the officers certified or do away with it? Chief Miller stated that the money would be better used in the equipment due to some of our equipment, such as flashlights, getting older. Council Member Roberts asked if cell phones and jet packs are the same thing? Chief Miller stated that they are separate. Council Member Roberts stated that we still need to allocate money for the cell phones, but he is unsure of how much has been allocated to the jet packs. Chief Miller stated that he believes the jet packs are approximately \$2,600 for the year. Town Attorney Michele Brooks stated that we can always go back and cleanup the budget.

Council Member Wallace W. Ross, Jr. stated that on page 2 the Town Manager has a \$5,000 raise. Council Member Ross asked if this a 2% raise? Council Member Roger Cassell stated that the council voted to raise the Town Manager's salary. Council Member Roberts recommended discussing this in closed session, but we have already agreed to give the Town Manager the raise. Town Attorney Michele Brooks stated that the salary itself has already been voted on and will not change. Council Member Cassell stated that the evaluation was taken out and we went straight to the 2% increase. Council Member Ross stated that everyone got a 2% increase but Town Manager Greg Jones got more. Town Attorney Michele Brooks stated that the Council as a whole voted for that increase.

Motion made to approve the FY 2021 Town Budget.

Motion by: Allan "Cotton" Roberts

2nd by: Robin Richards

ROLL CALL VOTE: Aye: Vice-Mayor Robin Richards, Council Member Allan "Cotton" Roberts,
Council Member Roger Cassell, Council Member Wallace W. Ross, Jr.,
Council Member Tyler Kilgore

Nay:

Absent:

Abstain:

Motion Carried.

3. Letter of Request: Emmaus Medical & Counseling

Mayor Bob Richards stated that the letter of request from Emmaus Medical & Counseling is included in the packets. Mayor Richards stated that he met with Judy Fenegan and they are wanting to open a medical clinic that deals with suboxone. Mayor Richards stated that they plan to build a building behind the USDA building if they can get the land. Mayor Richards stated that he directed Judy to Town Manager Greg Jones for any zoning questions. Mayor Richards stated that he told Ms. Fenegan that he did not believe there were any regulations that prohibited the clinic from coming to Gate City, but assured her that there would most likely be some public discord about it. Town Attorney Michele Brooks stated that there is nothing that the Council needs to take action on at this point, but if they have a zoning request, they can submit that in writing to the Planning Commission. Mayor Bob Richards stated that at this time it is just for your information that they are choosing our locality as a potential site. Council Member Roberts stated that he does not agree with the clinic. Mayor Richards stated that he asked Town Manager Jones to make a courtesy call to Judy to answer any questions she may have. Council Member Wallace W. Ross, Jr. asked if the county would need to be involved? Council Member Roberts stated that if it is in city limits, he doesn't believe the county has to be involved.

4. CEI Lease Agreement: Green Space in Town

Mayor Bob Richards stated that he, Town Manager Greg Jones, and Council Member Allan “Cotton” Roberts met with CEI representatives to discuss using the area next to their building as a green space. Mayor Richards stated that he received the lease agreement about half an hour before the council meeting started. Town Attorney Michele Brooks stated that there are no major problems with the contract, but she would like to tweak a few things as far as any liability issues with the Town. Town Attorney Michele Brooks recommends either doing an adjourned meeting for tonight and come back in a couple of weeks to vote on it or wait until the next regular meeting depending on the time frame that we want to use the space. Council Member Roberts stated that as everyone knows we are trying to develop a green space in the downtown area and some people have stated that they will donate items, such as plants, to the space. Council Member Roberts stated that we are just trying to get moving on it so that it will be available next year because it will be late in the year before we can start and the space may not provide much benefit. Town Attorney Michele Brooks stated that she would like to have it clearly spelled out in the contract concerning placing plants, tables, etc. Town Attorney Michele Brooks stated that we want to make sure everyone’s intentions are covered for the future. Council Member Roberts stated that we need to wait until Town Manager Greg Jones returns because he is communicating with VML concerning this and we may be able to apply for grants from Home Depot and other organizations. Council Member Roberts stated that if we can get the agreements completed and work on the space through the winter, we could have it ready by spring.

TAKE NO ACTION.

XIV. PUBLIC COMMENT – NEW BUSINESS - NONE

XV. CLOSED SESSION

**Motion made for Council to enter into closed session to discuss 1.) legal matters
2.) personnel matters**

Motion by: Allan “Cotton” Roberts

2nd by: Robin Richards

VOTE: Aye: 5

Nay:

Absent:

Abstain:

Motion Carried.

Mayor Richards opened the closed session at 8:04 P.M.

XVI. RETURN FROM CLOSED SESSION

Motion made for Council to return from closed session.

Motion by: Allan “Cotton” Roberts

2nd by: Tyler Kilgore

VOTE: Aye: 5

Nay:

Absent:

Abstain:

Motion Carried.

Council returned from closed session at 8:22 P.M.

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.

ROLL CALL VOTE: Aye: Vice-Mayor Robin Richards, Council Member Allan “Cotton” Roberts,
Council Member Roger Cassell, Council Member Wallace W. Ross, Jr.,
Council Member Tyler Kilgore, Mayor Bob Richards
Nay:
Absent:
Abstain: **Motion Carried.**

XVII. MOTIONS FROM CLOSED SESSION:

1. PTO Policy: Removal of Compensation Time Benefit from Policy

Motion made to remove the salaried compensation time benefit portion of the PTO Policy with the stipulation that the compensation time accumulated between July 01, 2020 and August 11, 2020 must be used by the pertaining employee before June 30, 2021 or it will be forfeited effective August 11, 2020.

Motion by: Robin Richards

2nd by: Roger Cassell

VOTE: Aye: 5
Nay:
Absent: **Motion Carried.**

XVIII. ADJOURN

Motion made to adjourn.

Motion by: Allan “Cotton” Roberts

2nd by: Wallace W. Ross, Jr.

VOTE: Aye: 5
Nay:
Absent:
Abstain: **Motion Carried.**

*Mayor Richards adjourned the meeting at 8:25 P.M., until the next scheduled Council Meeting on September 8, 2020.

Bob Richards – Mayor

Lydia Morales - Town Clerk