

TOWN COUNCIL MEETING MINUTES
AUGUST 20, 2007
TOWN HALL, 156 EAST JACKSON STREET
6:00 PM

I. CALL TO ORDER

Mayor Mark Jenkins called the meeting to order at 6:02 PM.

II. ROLL CALL

PRESENT: Council Herron
Council Perry
Vice Mayor Tipton
Mayor Jenkins
ABSENT: Council Cassell
Council Hurt

III. INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation: Frances Perry
Pledge of Allegiance: Chuck Newton

***Mayor Jenkins amended the agenda as follows:**

IV. COMMUNICATIONS

A. Chuck Newton: Expanding Stray Dog Population

The Council received a communication from Chuck Newton regarding the expanding population of stray dogs within the corporate limits of Gate City.

Lynne Moore suggested mailing a pamphlet quarterly to update residents of different ordinances the Town has. Moore stated this would be to encourage residents to follow ordinances that they may not have known were in place.

Michael Carrico suggested calling the county dog warden and the county administrator.

B. Paul Bishop: Auction House on Highland Street

The Council received a communication from Paul Bishop regarding the transformation of a 28X32 ft. commercial garage into an auction house.

Michael Carrico stated the garage was in R2 zoning and suggested presenting the case to the planning commission first to determine if the auction house would be permissible.

Lynne Moore offered to give Paul Bishop the phone number to the planning commission.

*Mayor Jenkins closed the communications session and opened the public comment session.

V. PUBLIC COMMENT

A. Wallace W. Ross Jr. (508 Manville Rd. Gate City, VA. 24251)

The Council received a communication from Wallace W. Ross Jr. regarding the possible development of a through road at the end of the alley on Cleveland St. He suggested emergency services have difficulty accessing the alley.

Council Tipton requested a copy of the local street map and stated the Street Committee will look into possibilities for Cleveland Street

Wallace W. Ross Jr. inquired about a vine covered property near the church on Moccasin Street and suggested the property be cleaned so the church could use it

as a parking lot or another function. Mr. Ross suggested the Town or County may possibly own the property.

Michael Carrico asked Ross Jr. to further explain the location of the alley.

Wallace W. Ross Jr. inquired about the property between Elliott Dr and Moccasin Street. He claimed nothing had been done about the property in 5 years. Ms. Moore stated that the property has been looked at and will be taken care of in the near future.

Ms. Moore stated that over 50 properties will be posted in September to be cleaned by the end of October.

Wallace W. Ross Jr. inquired about another property across from the church above the cemetery on Pine Dr.?

Mayor Jenkins said the properties mentioned by Ross Jr. would be looked into.

Wallace W. Ross. Jr. inquired about several budget expenditures for 2007-2008.

Mayor Jenkins stated it was not possible to go over the budget line by line without the budget present to examine.

B. Chris Joseph Maya Jr.

The council received a communication from Chris J. Maya Jr. in regards to a parking problem in front of the courthouse. He stated that nothing has changed about county officials parking in front of the courthouse. He claimed merchants and customers have to walk too far to access retail stores.

Mr. Maya also inquired about zoning ordinances and wanted to know why a non-retail building is present on the main retail section of Gate City. Michael Carrico said he would check into the matter in regards to the zoning. He also explained how certain elected officials are working towards economic development in the downtown. Mr. Maya suggested that if non-retail buildings were allowed in the Downtown area then the Zoning Ordinance needs to be changed because he stated that it would affect the future development of the community.

C. Wallace W. Ross Jr.

The Council received a communication from Wallace W. Ross Jr. regarding several budget expenditures.

Mayor Jenkins and Michael Carrico explained what the expenditures were for.

D. Chuck Newton

The Council was questioned by Chuck Newton regarding the Scott County TV advertising for high school sports.

Mayor Jenkins stated that the approval had already gone through and would be on Thursday night.

Mayor Jenkins stated he had received the notice and that the Town did budget for them and he directed Ms. Moore to fill out the form and send it in as soon as possible.

E. Chris Joseph Maya Jr.

The Council received a communication from Chris Maya Jr. regarding the due date for taxes. He suggested the date be changed from December 20th to a later date in March or April. He stated that since the county taxes are due on November 20th the cities taxes should be spread apart so that it does not inconvenience residents during the holiday season.

Michael Carrico explained to Chris Maya Jr. that he could make payments of taxes throughout the year as do other counties.

*Mayor Jenkins closed the public comment session and opened the proclamations, congratulatory resolutions, awards, appointments, resignations and confirmations, administration of oaths and introduction of guests section.

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

Mayor Jenkins mentioned the need to appoint Chuck Newton as the Sergeant at Arms and suggested a motion.

MOTION: Motion by Tipton, seconded by Perry

VOTE: Yeas, 3
Nays, None
Absent, 2 (Cassell, Hurt)

Lynne Moore announced the Gate City Beautification Day to be held on August 25, 2007. She detailed the schedule of events and that leftover donations would be used for the spring clean-up.

*Mayor Jenkins announced the consent agenda and called for approval.

VII. CONSENT AGENDA

APPROVAL OF CONSENT AGENDA

MOTION: Motion by Herron, Seconded by Tipton:

To approve the consent agenda as follows:

- A. Approval of Town Council meeting minutes of July 10, 2007.
- B. Approval of bill payments for July 2007 in the amount of \$152,816.55.
- C. Resolution accepting the resignation of Heather Kiser as the Town Clerk, thanking Ms. Kiser for her service with the Town of Gate City.
- D. Resolution approving a request submitted by Town Manager requesting permission to hold Employee Luncheon in Grogan Park on September 14, 2007 at 12:00 PM.

ROLL CALL VOTE: Yeas, Council Tipton
Council Perry
Council Herron
Nays, None
Absent, Council Cassell, Council Hurt

*Mayor Jenkins closed the consent agenda session and opened Unfinished business.

VIII. UNFINISHED BUSINESS

ADOPTION OF ORDINANCE AMENDMENT TO SECTION 18.6, PEDDLERS

The Council discussed amending ordinance Section 18.6, Peddlers; to add any non-resident as a peddler and that any peddler within Town Limits will be punished as a misdemeanor and a fine of five hundred dollars (\$500). The Council approved a public hearing for September 11, 2007 during the Council Meeting to discuss amending Section 18.6.

MOTION: Motion by Tipton, seconded by Perry:

VOTE: Yeas, 3
Nays, None
Absent, Council Cassell, Council Hurt

MANVILLE RD. COST ESTIMATES

*Mayor Jenkins closed the unfinished business section and opened the new business section.

IX. NEW BUSINESS

A. Resolution to approve RFP for Professional Engineering Firm

MOTION: Motion by Herron, seconded by Tipton
To approve RFP for Professional Engineering Firm closing on September 25, 2007 at 4:00 PM.

VOTE: Yeas, 3
Nays, None
Absent, 2 (Cassell, Hurt)

B. Resolution to approve RFP for Professional Auditing Services

MOTION: Motion by Herron, seconded by Tipton
To approve RFP for Professional Auditing Services closing on September 28, 2007 at 4:00 PM.

VOTE: Yeas, 3
Nays, None
Absent, 2 (Cassell, Hurt)

C. Resolution to approve the contract for the Town of Gate City Cleaning Services

MOTION: Motion by Herron, seconded by Perry
To approve the contract for the Town of Gate City Cleaning Services for an amount not to exceed \$4,250.00, to be charged to the General Fund Account #4-100-11100-6006; further authorizing the Mayor and Acting Clerk to sign agreement upon receipt of all requirements.

VOTE: Yeas, 3
Nays, None
Absent, 2 (Cassell, Hurt)

D. Resolution to approve the purchase of twenty-two (22) Christmas wreaths

MOTION: Motion by Perry, seconded by Tipton
To approve the purchase of twenty-two (22) Christmas wreaths for a cost of \$3,630.00 from Wayne Manufacturing Company LC. Funds for this acquisition will come from the Public Works General fund Account #4-100-41100-6017 and 4-100-41100-9130.

VOTE: Yeas, 3
Nays, None
Absent, 2 (Cassell, Hurt)

E. Resolution to award the bid to Mid-State Equipment Co., Inc. for the purchase of 2008 GMC TC8C042 Chassis Dump Truck

The Town Attorney asked Town Manager Moore if the bid process had been done. Ms. Moore stated that this began prior to her arrival and she was not sure. Mayor Jenkins said he did not think this had been done and directed Ms. Moore to began the bid process.

Mayor Jenkins requested this to be brought up at the next Council meeting.

F. Resolution to award the bid for Town Council Room Electrician Services to Phil Head

MOTION: Motion by Herron, seconded by Perry
To award the bid for Town Council room electrician services to Phil Head for an amount not to exceed \$2,798.00. Funds for this acquisition will come from the General Fund Account #4-100-11100-9100.

VOTE: Yeas, 3
Nays, None
Absent, 2 (Cassell, Hurt)

G. Resolution to obtain financial assistance from the USDA Rural Development in the purchase of police vehicles

Town Manager Moore explained that this would be a matching grant for police vehicles. The USDA would be giving \$27,500 and we would be matching it with \$22,500. Ms. Moore explained that the Town would be planning an Surplus Auction in which vehicles and other equipment would be sold and with other funds out of the police budget, the Town would only be expected to contribute around \$10,000.

The Town Attorney requested that since this had to do with the police department that Chief Cox should be present to explain the grant. Mayor Jenkins requested this item be postponed until after the Surplus Auction.

H. Resolution adopting the Code of Conduct for the USDA Rural Development Grant.

Postponed until after the Surplus Auction.

I. Resolution to allow the Town of Gate City to apply for the VDH Planning/Design Grant Application

MOTION: Motion by Herron, seconded by Tipton
To allow the Town of Gate City to apply for the VDH Planning/Design Grant Application for the Gate City Water System Improvements Master Plan project for \$25,000 with a total estimated project cost of \$30,000. Funding for the additional \$5,000 would come from the Water Fund Account #4-501-46100-9130 and #4-501-46100-5840.

VOTE: Yeas, 3
Nays, None
Absent, 2 (Cassell, Hurt)

J. Resolution to propose a Town Manager introduction reception on August 30, 2007 at 6:00 PM.

MOTION: Motion by Herron, seconded by Tipton
To hold a Town Manager introduction reception on August 30, 2007 at 6:00 PM.

VOTE: Yeas, 3
Nays, None
Absent, 2 (Cassell, Hurt)

K. Resolution to reconsider the Tank Services Contract from Utility Service Co. for the 2008-09 budget.

MOTION: Motion by Herron, rescinded by Perry
To reconsider the Tank Services Contract from Utility Service Co. for the 2008-09 budget.

VOTE: Yeas, 3

Nays, None
Absent, 2 (Cassell, Hurt)

L. To meet in closed session in pursuit to Section 2.1-7311 of the Code of Virginia.

MOTION: Motion by Perry, seconded by Herron
To meet in closed session in pursuit to Section 2.1-7311 of the Code of Virginia.

ROLL CALL VOTE: Yeas, Council Tipton
Council Perry
Council Herron
Nays, None
Absent, Council Cassell, Council Hurt

*The Council entered the closed session

CERTIFICATION OF CLOSED MEETING

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.

MOTION: Motion by Perry, seconded by Herron
To meet in resume from closed session in pursuit to Section 2.1-7311 of the Code of Virginia.

ROLL CALL VOTE: Yeas, Council Tipton
Council Perry
Council Herron
Nays, None
Absent, Council Cassell, Council Hurt

*The Council returned and Mayor Jenkins closed the new business session and opened the reports session.

X. REPORTS

A. Manager

Lynne Moore reminded the Council of the upcoming Beautification Day. She also stated that she had met with the Economic Development Committee and the Park Committee. She stated that it was recommended to have several high school students serve on each of the committees as non-voting members. She recommended that the Council approve the formation of a Special Events Committee to handle upcoming events throughout the year. This Committee would improve community relations and put the town in a better position to apply for grants.

B. Police Department

Mayor Jenkins mentioned the police report. He was impressed by the 9 arrests and the recovered items listed under the K-9 use report. He stated the police department did receive 2 assault rifles 2 weeks ago through the grant that Jason Cox had put together.

C. Public Works

Mayor Jenkins asked if the new caps for the meter regulators had been received.

Lynne Moore stated that the caps were not received, nor was the Town of Gate City reimbursed as of yet.

Mayor Jenkins stated that the town had received a batch of caps from Watts Valve Co. that were composed of faulty material. He explained that Watts Valve Co. would reimburse the town for the cost and materials.

Mayor Jenkins complimented Stoney Falin on doing a good job with the Public Works department.

D. Water Treatment Plant

Mayor Jenkins stated that the reports from the Virginia Health Department are good and he is please with the results.

Loretta stated that the Health Department is in the process of flushing the lines through Manville Rd. and Red Hill Rd. She also stated the Department had an inspection on the 15th.

E. Sewer Treatment Plant

Mayor Jenkins stated that the Sewer Treatment Plant had no violations to report and overtime had decreased.

F. Planning Commission

No report.

G. Street Committee

Mayor Jenkins and Rita Tipton discussed a previous request to repave a driveway that upon inspection was not in poor condition. They also discussed a previous request to remove some No Parking signs that were located in the Cedar Subdivision. Rita Tipton stated that she had previously discussed the matter with Roger Cassell.

Lynne Moore stated that there was a No Parking sign existing in that area already, but it was hidden by a tree. She explained that Jason Cox was in the process of reinforcing the no parking policy in that location.

Mayor Jenkins stated that certain residents asked that the No Parking signs be taken down or to make the entire subdivision a No Parking zone. He stated that the matter would be followed up on.

Mayor Jenkins stated that he had Stoney Falin check up with Naomi Lane and the problem she had been having with water run-off from the road flooding her driveway and residence. He stated it would not be possible to curb the road without adversely affecting the road. He explained that the road was a state road and should be looked into further.

H. Sanitation Authority

No report.

I. Economic Redevelopment Committee

Lynne Moore stated that there was two recommendations she was asked to give to Mayor Jenkins in regards to the student appointments on the Committees and the Special Events Committee.

J. Tourism Committee

No Tourism Committee. No report.

K. Park Committee

Lynne Moore stated that the RFP was currently in the process of getting the Engineering Firm to begin construction on the park. The RFP will be in the office on September 12, 2007 by 4 o'clock PM to award bids. She stated that she would like to have the construction done on the park by the spring of 2008, She stated that there are currently 3 existing bids.

L. Council Reports

No report.

XI. ADJOURN

MOTION: Motion by Herron, seconded by Tipton
To adjourn the meeting.

VOTE: Yeas, 3
Nays, None
Absent, 2 (Cassell, Hurt)

Mayor Jenkins adjourned the meeting at 9:05 PM.

MAYOR

Acting Town Clerk
