

GATE CITY TOWN COUNCIL MEETING

August 4, 2008

156 E. JACKSON ST.

6:00 PM

I. COUNCIL MEETING CALL TO ORDER

Mayor Jenkins called the Town Council meeting to order at 6:00 PM.

II. ROLL CALL

PRESENT: Mayor Jenkins
Vice-Mayor Tipton
Council Ashley Jenkins
Council Frances Perry
Council Tommy Herron
Council Cindy Coates

ABSENT: None

V. INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation: Rev. Jeff DeBoard
Pledge of Allegiance: Mayor Mark Jenkins

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

A. Mayor Jenkins congratulated Cindy Coates on her appointment to the Gate City Town Council.

*Mayor Jenkins closed the Reports session and opened the Public Comment session.

VII. COMMUNICATIONS

A. Mayor Jenkins stated that Town officials and other interested parties attended a very informative workshop with officials in Marion concerning downtown revitalization. He thanked everyone for taking the time to participate in the workshop.

*Mayor Jenkins closed the Communications session and opened the Reports session.

VIII. REPORTS

A. Manager

- a. Ron Bostic will be coming to Town Hall this week to begin to finalize the 2006-2007 audit.
- b. The Water Department is looking at getting a back-up generator for the plant. This purchase was not budgeted but could be taken from capital improvement. Council Herron said AEP should be contacted about that potential purchase.
- c. Approximately 127 letters have been mailed out addressing the issue of over-due taxes and business license fees. Several people have already made payments towards these debts.
- d. Grant requirements will need to be addressed tonight in order to have the 13 prerequisites completed and given to Joy Rumley with the DHCD by September 29, 2008.
- e. Grogan Park expansion request proposals went out for the Manville Road project extension last week. A few individuals and firms have already shown an interest in placing bids on the project.
- f. Mr. Templeton sent a letter to the Scott County Board of Supervisors requesting a member of the Gate City Town Council be appointed to the PSA Board. The issue will be addressed at the next Board of Supervisors meeting.
- g. Boundary adjustment: Steve Whiten is present to answer questions about the tentative drawing on the topographic map
- h. The Civitan Club would like to pay half of the cost of replacing the American flags in town.

B. Police Department

Chief Jason Cox briefly reviewed the monthly police report and K-9 report. The Explorer from the Rural Development Grant has arrived and has been equipped. The Crown Victoria will hopefully arrive sometime this month, and this will end the Rural Development Grant. The Police Department will be conducting training at Gate City Middle School on August 9, 2008. Training for the 2008-2009 DMV will be held on August 21, 2008 at the Academy in Bristol. Mayor Jenkins thanked Chief Cox for the escort the Police Department put together for the troops returning.

C. Public Works

Mayor Jenkins thanked Stoney Falin for finding the leak that had been a concern for the past few months. Mr. Falin said everything was looking good at the Park. Mr. Templeton said that the Public Works crews are working to locate and identify all the water meters and valves for a grant. They are marking these with the blue paint that is on the roads. Mayor Jenkins thanked Stoney and his crew for all the hard work they do. Council Herron complimented the Public Works crew for their maintenance of the Park.

D. Water Plant

Water loss is estimated because the County hasn't called in their numbers yet. The Town is losing about half of what they pump, but they can tell a difference since the leak has been fixed.

E. Sewer Plant

None.

F. Planning Commission

Vice-Mayor Rita Tipton said Economic Development and the Planning Commission will meet tomorrow night. Both committees have been busy.

G. Street Committee

H. Sanitation Authority

The Sanitation Authority will meet Wednesday, August 13th, 2008 at 6:00 P.M.

I. Economic Development Committee

The Economic Development Committee will be meeting with the Planning Commission on Wednesday of this week.

J. Water Committee

None.

K. Park Committee

There was a problem with the Grogan Park grant application concerning the wording in the grant, and the Park Committee held an emergency meeting. They wrote a letter to acknowledge that the committee was trying to take care of the issue. The committee is only requesting two bridges, not three as the error in the application suggests. The Park Committee meets Wednesday of this week.

L. Council Reports

None.

M. Treasurers Report

There were a few items that were miscoded and paid on the wrong accounts. These items need to be reallocated. Steve Templeton suggested the vote be deferred until the next meeting so the issue can be resolved.

*Mayor Jenkins closed the Reports session and opened the Public Comment session.

IX. PUBLIC COMMENT

No Public Comment

X. CONSENT AGENDA

*Mayor Jenkins altered the consent agenda to approve each item independently.

- A. Approval of Town Council meeting minutes of July 8, 2008

MOTION: Motion by Tipton, Seconded by Perry
To approve the Consent Agenda contingent upon changes being applied to: Cindy Coates as a council member, Larry Lane request being denied, Economic Development report given by Council Perry, Park Committee only discussion of purchasing the scoreboard

VOTE: Yeas, 4
Nays, None
Abstain, Council Coates

B. Approval of Public Hearing Floodplain minutes from Special Called Meeting on July 22, 2008

MOTION: Motion by Ashley Jenkins, Seconded by Perry
To approve Public Hearing Floodplain minutes from the Special Called Meeting on July 22, 2008.

VOTE: Yeas, 3
Nays, None
Abstain, Council Coates, Council Herron

C. Approval of bill payments for July 2008 in the amount of **\$115,458.68**

No action at this time.

XI. UNFINISHED BUSINESS

A. Boundary Adjustment:

Steven Whiten passed around maps with the current proposed limits. The made at the last meeting said to go from the northeast corner of Mountain View Exxon at the ridgeline of Highway 26 east into Slabtown Circle into Scott County Park. This area was indicated on the map. The map reflects what Mayor Jenkins and Mr. Templeton asked Mr. Whiten to show in the drawing of the map. Mike Carrico asked if the fee would be less than \$5000 for the survey. Mr. Whiten said they could do it for that amount by charging \$90/hour and using GPS. The Town needs to coordinate the access for this by contacting Bill Jones. Mayor Jenkins thanked Mr. Whiten for his work on the project.

B. Update on Old Theatre building:

Mr. Templeton spoke with Rex McCarty about the theatre building today. Mr. McCarty does not want to spend money to re-do the building until the actual funds are released. Council Herron asked what agreement the Town made with Mr. McCarty. Mike Carrico suggested getting Robert Mullins involved in the issue since the building has been condemned.

C. Update on unpaid taxes:

Mr. Templeton did not have exact figures but the Town is continuing to receive payments on past due taxes and business licenses. People are calling to ask if they can make payments instead of paying the payment in full. Mr. Carrico said that anyone can make a payment at any time but that will not take care of penalty and interest. He does not suggest setting up a pay schedule for those who have past due bills. He will try to have the exact figures at next month's meeting. Mayor Jenkins thanked Rhonda Stacey for all the work she has done.

D. Surveillance cameras for the Public Works shop:

Mr. Templeton said he was not familiar with this issue. Council Herron asked Mr. Templeton to start looking at prices for purchasing surveillance cameras to be installed at the Public Works shop last month. Chief Jason Cox said the prices will depend on how the cameras will be used.

E. Committee Issues:

Council Perry said she has been appointed to the Safety Committee and wants to know what her duties will be. Mayor Jenkins said there has been a safety committee in the past but it has not been active. The intent of the committee is to meet with different department heads to make sure that safety needs and regulations are being met. OSHA requires an up-to-date manual and head of committee. Council Perry asked if it was proper to have a committee of only one person. Mayor Jenkins will find out and appoint another member if necessary. Council Perry also said there is not currently a Policy Committee and there has been a Policy Committee in the past. Council Perry said that there were two people from the Council appointed to the Planning Commission and she thinks only one member from the Council was supposed to have been appointed. Mike Carrico asked where it said that the Mayor appoints a member to the committee. It was determined that the member is supposed to be appointed by the Town Council. Mike Carrico said that the Town Council appoints members to the Planning Commission and at least one person from the Town Council has to be on the Planning Commission. Vice-Mayor Tipton has already been appointed and will remain on the committee. The Water Committee is responsible for the Water Policy. Mayor Jenkins will look at the charter to determine what needs to be done at the next meeting.

XII. NEW BUSINESS

A. Adoption of Water System Improvement Resolution:

Andy Miles said the town has a current active grant with the water improvement system project and can apply for an additional \$25,000. The Town can basically pick and choose which improvements they want to make and tie it back to the Water Improvement System Plan. The only requirement is a governing body active resolution signed by the Mayor and Town Manager. The grant does not involve any matching funding from the Town.

MOTION: Motion by Tipton, Seconded by Coates
To approve adoption of Water System Improvement Resolution for \$25,000 grant funds

VOTE: Yeas, 4
Nays, None
Absent, None

MOTION: Motion by Coates, Seconded by Herron
To allow Mayor Jenkins authority to sign the Water System Improvement Resolution

VOTE: Yeas, 4
Nays, None
Absent, None

B. Approval of new Planning Commission member:
Deferred until after closed session.

C. Discussion of Grant Engineering Firm—Allen & Hoshall:

Andy Miles mentioned that the Town needs to select an architect and engineer in the time frame allotted. Unless something else is done, Allen & Hoshall does have an opening in their contract to do that. Allen & Hoshall has already been procured as general engineering services and can be used for this project as well. Mayor Jenkins stated that the Town needs to advertise for an architectural firm or someone can make a motion to use Allen & Hoshall or advertise for another engineering firm for engineering services. A representative from Mattern & Craig said that their firm could also do the job. The Town also needs to advertise or select someone or some firm to do the administration of the grant. Lenowisco has been contacted and are an option. Mike Carrico suggested tabling these decisions until a later meeting. He suggested adjourning the meeting until next Thursday night, August 14th, 2008 in order to get some clarification on the issue.

MOTION: Motion by Perry, Seconded by Coates
To advertise for architectural services for the Community Development Block Grant

VOTE: Yeas, 4
Nays, None
Absent, None

MOTION: Motion by Herron, Seconded by Tipton
To use resident engineer, Allen & Hoshall, for engineering services for the Community Development Block Grant

VOTE: Yeas, 4
Nays, None
Absent, None

MOTION: Motion by Herron, Seconded by Tipton
To use Lenowisco as grant administrator for the Community Development Block Grant

VOTE: Yeas, 4
Nays, None
Absent, None

MOTION: Motion by Coates, Seconded by Ashley Jenkins
To advertise for Rehabilitation Specialist services

VOTE: Yeas, 4
Nays, None
Absent, None

XIII. CLOSED SESSION

MOTION: Motion by Herron, Seconded by Tipton
To enter into closed session to discuss legal and personnel issues

VOTE: Yeas, 4
Nays, None
Absent, None

MOTION: Motion by Ashley Jenkins, Seconded by Coates

To return from closed session

ROLL CALL VOTE:	Yeas,	Council Herron Council Perry Council Coates Council Jenkins Vice-Mayor Tipton
	Nays,	None
	Absent,	None

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 Tipton
To appoint Bobby Burke to the Planning Commission

VOTE:	Yeas,	4
	Nays,	None
	Absent,	None

XIII. ADJOURN

MOTION: Motion by Coates, Seconded by Jenkins
To adjourn until August 21st, 2008 at 6:00 PM.

VOTE:	Yeas,	4
	Nays,	None
	Absent,	None

*Mayor Jenkins adjourned the meeting at 10:01 PM.

Mayor Mark Jenkins

Town Clerk Audra Fritz