



GATE CITY SANITATION AUTHORITY MINUTES
July 8, 2024
156 East Jackson Street, Gate City, 24251
6:00 PM

I. CALL TO ORDER

Jo Ann Castle, Vice- Chairperson called the meeting to order at 6:01 P.M.

II. ROLL CALL – Deputy Town Clerk – Lisa Loggans

Chairman, TBD

Vice-Chair, Jo Ann Castle

Board Member, Bob Richards

Board Member, Daris Hartsock

Board Member, Jan Meade

Town Attorney, Michele Brooks

Town Manager, Greg Jones

PRESENT: ABSENT:

X

X

X

X

X

X

Others present:

III. PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AWARDS, APPOINTMENTS, RESIGNATIONS AND CONFIRMATIONS, ADMINISTRATIONS OF OATHS ON INTRODUCTION OF GUESTS.

IV. CONSENT AGENDA

Approval of agenda

Motion made to approve the agenda.

Motion by: Daris Hartsock

2nd by: Bob Richards

VOTE: Aye: 4

Nay

Absent

Abstain

MOTION CARRIED.

V. APPROVAL OF MINUTES

Motion made to approve the minutes of the Sanitation Authority Meeting from April 8, 2024.

Motion by: Jan Meade

2nd by: Daris Hartsock

VOTE: Aye: 4

Nay

Absent

Abstain

MOTION CARRIED.

Motion made to approve the Public Hearing Minutes of the Sanitation Authority from May 13, 2024.

Motion by: Bob Richards

2nd by: Jan Meade

VOTE: Aye: 4
Nay
Absent
Abstain

MOTION CARRIED.

Motion made to approve the Special Called Meeting Minutes of the Sanitation Authority from June 10, 2024.

Motion by: Bob Richards

2nd by: Jan Meade

VOTE: Aye: 4
Nay
Absent
Abstain

MOTION CARRIED.

VI. Approval of Bills

Motion made to approve payment of bills for April, May, and June, 2024.

Motion by: Daris Hartsock

2nd by: Bob Richards

VOTE: Aye: 4
Nay
Absent
Abstain

MOTION CARRIED.

VII. COMMUNICATIONS - None

VIII. PUBLIC COMMENT - None

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

1. Elect Chairman

There was discussion concerning the removal of terms in the Bylaws. Attorney Michele Brooks stated the terms could be changed by way of a Public Hearing. She will review and advise. There was also discussion concerning the Vice Chair seat. Jo Ann said when Roger Cassell left in March, he had 2 years remaining as Chairperson. Attorney Michele Brooks said that terms of office are 2 years or until successor takes office.

Motion made by Jo Ann Castle to nominate Jan Meade as Chairperson of Sanitation Authority

Motion by: Jo Ann Castle

2nd by: Bob Richards

VOTE: Aye: 4
Nay
Absent
Abstain

MOTION CARRIED.

2. PSA Contract Issues

Town Manager Greg Jones stated there were no new updates.

3. Discuss Recruitment of New Member

Chairperson Jo Ann Castle stated she spoke to an individual who works at Food Lion. He seemed interested. Jo Ann said she would follow up with him. Jan Meade said she had a meeting with persons who recently moved here and showed interest in serving on the Board.

4. Select date for next quarterly meeting to be held in October.

Bob Richards mentioned the Organizational Meeting in the Bylaws stated the meeting was on Wednesday; however, this was revised and the meeting date changed from Wednesday to Monday. There was also discussion about changing the annual organizational meeting from a fiscal year to a calendar year. Attorney Michele Brooks said she will review and revise the Bylaws based on tonight's suggestions and send to members prior to October meeting. Next quarterly meeting is scheduled for Monday, October 14th (Columbus Day). There was discussion to change meeting date to October 7th.

Motion made to schedule October meeting for October 7th, 2024, at 6:00 p.m.

Motion by: Bob Richards

2nd by: Daris Hartsock

VOTE: Aye: 4
Nay
Absent
Abstain

MOTION CARRIED.

XI. CLOSED SESSION – No Closed Session

Motion made for Sanitation Authority to enter into closed session to discuss: 1.)
2.)
3.)

Motion by:

2nd by:

VOTE: Aye
Nay
Absent
Abstain

Vice-Chairperson, Jo Ann Castle, opened the Closed Session at PM.

• RETURN FROM CLOSED SESSION

Motion made for Sanitation Authority to return from closed session.

Motion by:

2nd by:

VOTE: Aye
Nay
Absent
Abstain

CERTIFICATION OF CLOSED MEETING – Read by: Town Attorney Michele Brooks

WHEREAS, Section 2.2-7312 of the Code of Virginia requires a certification by the Sanitation Authority that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED, that the Gate City Sanitation Authority 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 Sanitation Authority.

ROLL CALL VOTE: Aye:
Nay:
Absent:
Abstain:

• **MOTIONS FROM CLOSED SESSION:**

NOW, THEREFORE, BE IT RESOLVED, that the Gate City Sanitation Authority 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 Sanitation Authority.

ROLL CALL VOTE: Aye:
Nay:
Absent:
Abstain:

• **MOTIONS FROM CLOSED SESSION:**

XIII. ADJOURN

Motion made for Sanitation Authority to adjourn to next quarterly meeting, October 7, 2024, at 6:00 p.m.

Motion by: Bob Richards

2nd by: Jan Meade

VOTE: Aye: 4
Nay
Absent
Abstain

MOTION CARRIED.

Vice-Chairperson, Jo Ann Castle, adjourned the meeting at 6:28 p.m.


Jo Ann Castle – Vice-Chairperson


Deputy Town Clerk – Lisa Loggans