

# TOWN COUNCIL MINUTES

Gate City Town Council  
August 12, 2025  
156 East Jackson Street, Gate City, VA  
6:30 PM

I. COUNCIL MEETING CALLED TO ORDER AT 6:30 PM By: Mayor, Jamie Lawson

II. ROLL CALL: Town Clerk, Kristie Tipton

	PRESENT:	ABSENT:
Mayor, Jamie Lawson	X	
Vice-Mayor, Kevin Barnett	X	
Council Member, Wallace W. Ross, Jr.	X	
Council Member, Pat Elliott	X	
Council Member, Dexter Harmon	X	
Council Member, Michele Rusek		X
Town Manager, Greg Jones	X	
Town Attorney, Michele Brooks	X	

**Others present:** Anna Barnett; Vickie Roberts, GC Frontier; Pam Vanover, Gate City Christian School; David Vanover, Gate City United Pentecostal Church; Gabe Edmunds, Scott Co. Virginia Star; John Sawyer, III; Valerie Haynes; John Sawyer, Jr.; Mandy Carrico; Wendell S. Burke, Scott Co. EMS; Roger L. Carter, Scott Co. EMS; Mike Still, Kingsport Times News

III. INVOCATION: David Vanover, Gate City United Pentecostal Church

IV. PLEDGE OF ALLEGIANCE: GCPD Chief Sivert

V. APPROVAL OF AGENDA

Motion made to approve the August 12<sup>th</sup>, 2025 agenda.

Motion by: Pat Elliott

2<sup>nd</sup> by: Kevin Barnett

VOTE: Aye: 4

Nay:

Absent: 1

Abstain:

***\*Motion Carried***

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

Town of Gate City / Mayor plaque presentation to John Sawyer, Gate City Christian School as the VML Essay Winner "If I Were Mayor".

## VII. APPROVAL OF MINUTES

### 1. Approval of July 08, 2025 Town Council Minutes Motion made to approve as presented.

Motion by: Dexter Harmon

2<sup>nd</sup> by: Pat Elliott

VOTE: Aye: 4

Nay:

Absent: 1

Abstain:

***\*Motion Carried***

## VIII. APPROVAL OF PAYMENTS

Motion made for approval for payment of bills for August 2025 as presented.

Motion by: Kevin Barnett

2<sup>nd</sup> by: Pat Elliott

VOTE: Aye: 4

Nay:

Absent: 1

Abstain:

***\*Motion Carried***

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

Vickie Roberts, Gate City Frontier (GCF): applications for Special Exception and Use Permits for the Water/Kane Street mural. GCF received approval from VDOT & the property owners but did not get permits from the town. Ms. Roberts said the property owner (Sam Dockery) would not sign the agreement because of risk of cost (pay for Public Hearing). Mr. Dockery is willing if it doesn't cost him any money – he did sign the contract with GCF. Vickie said that GCF can't wait for the Public Hearing or the permit application to be approved, that they are moving ahead no matter what. Vickie said if the town wants to have the Public Hearing after the fact they can, but GCF is not stopping work. They must continue because the grant will expire soon (9/17/25). Attorney Brooks stated that we are required by our town's ordinance to hold a Public Hearing. Vickie said we can go ahead with the Public Hearing, but they're moving on...just because they can't stop and fulfill their grant obligation. Greg Jones, Town Manager, said the town will waive the Public Hearing fee for Mr. Dockery, if he will sign the permit application.

## 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 Status Report** – Jason Snapp, Mattern & Craig

**VDH Backup Generator Project:** Final Plans and Specification have received approval to advertise from VDH. The Town will still need to acquire the required Utility Easements prior to advertising.

**Kane St. Sidewalk:** 60% plans are complete. VDOT is currently working on environmental coordination efforts to satisfy NEPA requirements. VDOT has provided approval to move forward



with project design utilizing stairs at the intersection of Kane St. and East Jackson St. Final construction plans are in process and are expected to be finalized for submission to VDOT by the end of August.

**Manville Road Sidewalk:** 60% of plans are in progress. There will be a ROW phase for this particular project to address the needed Slope and Construction easements for the project. This will add approximately 12 months to the project timeline. M&C and the Town will need to reach out to each property owner to discuss options. VDOT is currently working on environmental coordination efforts to satisfy NEPA requirements. Drainage design is currently underway.

**Retaining Wall Construction Plans (Walgreen's Parking Lot):** Preliminary final bid documents are under review and will be delivered to the Town.

## **B. Town Manager's Report** – Greg Jones

### **Dog Park Project**

**July 2024** – Council has awarded \$5,000 in funding through the FY 2025 budget for this project. The Planning Commission will be moving forward in developing signage and amenities for the dog park in the coming months.

**August 2025** - The Planning Commission is currently working on developing temporary signs for the dog park. The signs will be for the dog park itself, large and small dog areas. The signs will be used until the wayfinding sign project is complete.

### **Request for Proposals: Scott County Historic Society Building and Wall Repair**

**May 2023** - The deadline for the RFP has been extended to April 5<sup>th</sup>, 2023. We did not receive any proposals. A local contractor is interested in the project but wants engineering plans for the drainage. Town Council has approved Mattern & Craig to develop a drainage plan. A new RFP will be developed once the drainage plan is complete.

**July 2025** - Preliminary final bid documents are under review and is expected to be delivered to the Town this week.

### **VDH Backup Generator Project – WSL 007-21**

**November 2024** – I am currently working with the Virginia Resource Authority (VRA) to close on the backup generator project. VRA has requested data to assist them with their credit analysis. This will be completed in the next couple of weeks.

**December 2024** – All of the documents VRA requested have been submitted. We are expecting to close this project very soon.

**January 2025** – The required easements needed for this project were turned over to Town Attorney Michele Brooks on January 14<sup>th</sup>, 2025, to prepare deeds.

**March 2025** – Project design is complete and submitted to VDH for review. This project is expected to close with the VRA soon.

**April 2025** - Project design is complete, and plans and specs have been submitted to VDH Central Office for review. The required easements to facilitate the project have been delivered to the Town for acquisition.

**May 2025** – Utility easements from the Town is needed. To date, we have not received the deeds back from Town Attorney Michele Brooks.

**July 2025** – Currently awaiting the Utility easements from Town Attorney, Michele Brooks

**August 2025** - Currently awaiting the Utility easements from Town Attorney, Michele Brooks

### **Water Street Parking Lot Development Project**

**July 2025** – Quesenberry Construction informed the town that the bids came in at \$813,500 which exceeded the construction budget of \$600,000. Council met for a Called Meeting on June 30<sup>th</sup>, 2025 and voted to accept \$216,506 in value engineering credit. The project now has a new construction budget of \$596,994. The town is currently waiting on the permits from DEQ to begin construction.

**August 2025** – Both the DEQ and Scott County Soil & Water Conservation District permits have been obtained. I met with Ms. Tarah Taylor Kesterson, Director of Virginia Clean Cities; Clean Communities and Economic Development Director for SWVA in Wise, VA on July 17<sup>th</sup>, 2025. Clean Cities has grant funding to install EV Charging Stations. The funding will provide for the EV Chargers and \$2,000 towards the installation of two chargers. I have hired Cody McElroy, McElroy Services, LLC, to serve as project manager for this project. He handled the installation for the EV Chargers in Wise. I met with Mr. McElroy on August 5<sup>th</sup>, 2025 onsite. We currently have planned two parking lot sites for EV Chargers with power available. The chargers will be ordered shortly.

### **Gate City Little League: Batting Cage Roof Replacement**

**April 2025** - The batting cage for the Gate City Little League needs to be replaced. We anticipate the cost to be around \$10,000. Mayor Jamie Lawson has identified Walmart's Spark Good as a potential funding source to help offset the cost. Walmart funding can cover as much as \$5,000 towards the project. **Council Action:** approve to apply for the Walmart Spark Good grant program.

**May 2025** – Council has approved to apply for the grant. The grant cycle will run through July 15<sup>th</sup>, 2025. I have reached out to the Little League for additional information.

**June 2025** – I have received the requested information from the Little League and the requested information from the IRS. The grant application will be submitted shortly.

### **Hurricane Helene – September 27<sup>th</sup>, 2024**

**October 2024** – Hurricane Helene hit Gate City Friday morning, September 27<sup>th</sup>, 2024. AEP reported that 282,000 customers lost power. The hurricane caused 2,500 spans of fallen wire and damaged equipment, including 585 poles, 315 cross arms, and 150 transformers. Destructive winds and down trees destroyed eighty transmission lines across Appalachian Power's system.

**June 2025** – Team Rubicon is scheduled to come to Gate City on June 13<sup>th</sup>, 2025 and help remove from private property and relocate the debris to a public right of way (ROW) for removal. Special

thanks to Vice-Mayor Barnett and the Ministerial Association for providing the accommodations while they are in town.

The RFPs for the storm debris and landfill monitoring predisposition contract are still in draft. It is expected to get the final version of the draft RFP approved by the Virginia Department of Emergency Management.

The pay request for the generator, cut & toss tree vendor, and miscellaneous expenses have been submitted through FEMA's portal.

FEMA has given Gate City an extension until October 1<sup>st</sup>, 2025 to clear the remaining land debris.

Gate City has been awarded \$91,667.00 by Natural Resources Conservation Service (NRCS) to remove 300' water debris from Big Moccasin Creek on May 29<sup>th</sup>, 2025.

**July 2025** – Team Rubicon worked June 13<sup>th</sup> through June 15<sup>th</sup> to move storm debris from private property to the public right of way for removal. The Scott County Ministerial Association provided for the accommodations while they were in town. We are still awaiting approval on the proposed RFP for predisposition storm debris removal and monitoring from VDEM.

**August 2025** – Most of the debris removal has been completed. The RFP for our predisposition storm debris removal and monitoring has been reviewed and approved by VDEM. The RFP will be advertised over the next month.

## Events

The following events are currently being planned for the Fall 2025.

- 09.13.25 Kickin Back at King Alley Concert
- 09.20.25 Gate City Frontier, Inc: Harvest Moon event
- 10.24.25 King Alleyween: Trunk or Treat event
- 11.11.25 Veterans Day Event
- 11.22.25 Christmas Open House
- 11.29.25 Small Business Saturday
- 12.06.25 Christmas Parade

## Department of Environmental Quality (DEQ) funding awards

### July 2025 - Little Moccasin Interceptor – Phase I

- Project Amount: \$720,300
- Principal Forgiveness (grant funding): \$540,225
- Loan Amount: \$180,075
- Interest: 0%
- Terms: Up to 30-year debt retirement

### High School Collector Line Replacement Project

- Project Amount: \$704,000
- Principal Forgiveness: \$528,000
- Loan Amount: \$176,000
- Interest: 0%
- Terms: Up to 30-year debt retirement

## Virginia Department of Transportation (VDOT) Snowplow Contract

The VDOT Snowplow Contract has been completed and submitted. We will have four trucks available to plow snow this year. VDOT will award the town a \$8,000 pre-deadline bonus with a minimum payment of \$24,800 for the trucks for a total of \$32,800.

Truck and equipment inspections and two new AVL will be ordered once the contract is formally approved by VDOT.

**C. Attorney Report** – No Report

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

**E. Police Department** – Terry Sivert

	June	July	Year to Date
Calls for Service	321	289	1449
Arrest	3	4	29
Summons	48	57	275
Incident Reports	5	7	40
Accident Reports	2	4	27
DUI Arrests	0	2	6
Vehicle Unlock	4	6	45

### **Significant Activity & Reporting:**

Our officers are working on plenty of DMV selective enforcement for speed and alcohol. All grants are currently on schedule. Our officers worked extra hours when the semi-truck overturned, and we thank them for their efforts. School is starting back – everyone needs to watch their speed and stop for buses. Kevin will graduate from the academy in October.

**F. Sanitation Authority** – No Report

**G. Public Works** – Dale McConnell

July Brush Pickup: 5,200 lbs.

Work Orders: 88

Trash: 174,950 lbs.

Water Leaks: 6



**H. Water Plant** – Submitted by Steve Rutherford

Virginia Dept. of Health – Division of Drinking Water Monthly Report  
Month / Year: July 2025  
PWS# 1169405

**Distribution System Performance**

<b>A1</b>	Gallons of water placed into distribution system from Gate City treatment Plant	<b>9,250,000</b>
<b>A2</b>	Gallons of water placed into distribution system from Scott County PSA master meter	<b>1,453,100</b>
<b>A3</b>	Total Gallons of water placed into distribution system	<b>10,703,100</b>
<b>B</b>	Gallons of water transferred to Scott County PSA	<b>1,543,773</b>
<b>C</b>	Gallons of water placed into distribution system that are not transferred to Scott Co. PSA	<b>9,159,327</b>
<b>D</b>	Average gallons per day placed into distribution system for customers other than Scott Co. PSA	<b>295,462</b>
<b>E</b>	Gals of water metered to other customers	<b>4,512,600</b>
<b>F</b>	Total Gallons of water accounted for	<b>6,056,373</b>
<b>G</b>	Total Gallons of water unaccounted for	<b>4,646,727</b>
<b>H</b>	Apparent percent of water lost from distribution system	<b>43.41%</b>
<b>I</b>	Number of connections	<b>1,216</b>
<b>J</b>	Avg gals/day placed into distribution system per non-SCPSA	<b>243</b>

**XII. UNFINISHED BUSINESS – None**

**XIII. NEW BUSINESS**

**1. Mr. Roger Carter, Scott Co. EMS update**  
**Motion made to**

Mr. Carter and Mr. Wendell Burke informed Council the Scott Co. Lifesaving Crew (SCLC) is now fully staffed. Before Scott Co. EMS took over there were 40 calls in a month and 2 months after Scott Co. EMS took over there were 193 calls. They reported there is a rumor going around that SCLC is going to take the day-to-day operations back and run it on their own again. This is not true, and before it could happen, it would have to be discussed with the County Administrator, Scott Co. Board of Supervisors, and the town of Gate City.

Mr. Carter explained that they had to borrow \$80,000 to replace the ambulance that was wrecked in February. The Scott County EMS is asking for the town to pay \$20,000.00 in January 2026, and every January thereafter until it is paid for. Mayor Lawson asked them to prepare a proposal and submit it to him & Council, and they will see what they can work out.

Scott Co. Board of Supervisors helped SCLC by giving \$300,000.00 to use towards payroll. This was used for a \$5.00 an hour raise for SCLC employees.

Scott Co. EMS also asked if they could borrow the town-owned lot on Water Street for some annual training they need to do (Sunday 8/24/25).

Motion by:

2<sup>nd</sup> by:

VOTE: Aye:  
Nay:  
Absent:  
Abstain:

***\*Take No Action***

**2. Hazard Mitigation Plan Update Participation**

**Motion made to participate in the Hazard Mitigation plan update.**

Motion by: Kevin Barnett

2<sup>nd</sup> by: Dexter Harmon

VOTE: Aye: 4  
Nay:  
Absent: 1  
Abstain:

***\*Motion Carried***

**3. Create VIP Account: 'Housing Rehab' Account**

**Motion made to create/set up the VIP account for 'Housing Rehab'**

Motion by: Pat Elliott

2<sup>nd</sup> by: Dexter Harmon

VOTE: Aye: 4  
Nay:  
Absent: 1  
Abstain:

***\*Motion Carried***

**4. Transfer \$1,168.97 to 'Housing Rehab' Account**

**Motion made to transfer \$1,168.97 to the VIP 'Housing Rehab' account**

Motion by: Kevin Barnett

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

VOTE: Aye: 4  
Nay:  
Absent: 1  
Abstain:

***\*Motion Carried***

**5. Hope House Benevolence Allocation**

**Motion made to allocate \$1,000.00 to the Hope House of Scott Co.**

Motion by: Kevin Barnett

2<sup>nd</sup> by: Pat Elliott

VOTE: Aye: 4  
Nay:  
Absent: 1  
Abstain:

***\*Motion Carried***

**6. Public Hearing: Zoning Ordinance to allow Tiny Homes (in R1 & R2, as an accessory structure 400 square feet and under)**

**Motion made to hold a Public Hearing for the Tiny Home zoning ordinance on Oct. 21<sup>st</sup>, 2025.**



Motion by: Pat Elliott  
VOTE: Aye: 4  
Nay:  
Absent: 1  
Abstain:

2<sup>nd</sup> by: Dexter Harmon

***\*Motion Carried***

- 7. Public Hearing: Zoning Ordinance for C1 and C2 setbacks**  
**Motion made to hold a public hearing for C1 and C2 setbacks on Oct. 21<sup>st</sup>, 2025.**

Motion by: Pat Elliott  
VOTE: Aye: 4  
Nay:  
Absent: 1  
Abstain:

2<sup>nd</sup> by: Dexter Harmon

***\*Motion Carried***

- 8. Amend Agenda to advertise for a Public Hearing for the Gate City Frontier mural at corner of Water & Kane Streets.**  
**Motion made to amend agenda.**

Motion by: Pat Elliott  
VOTE: Aye: 4  
Nay:  
Absent: 1  
Abstain:

2<sup>nd</sup> by: Dexter Harmon

***\*Motion Carried***

- 9. Advertise a Public Hearing for Gate City Frontier mural at the corner of Water & Kane Streets.**  
**Motion made to advertise a Public Hearing for Oct. 21<sup>st</sup>, 2025.**

Motion by: Pat Elliott  
VOTE: Aye: 4  
Nay:  
Absent: 1  
Abstain:

2<sup>nd</sup> by: Kevin Barnett

***\*Motion Carried***

#### **XIV. PUBLIC COMMENT – NEW BUSINESS**

#### **XV. CLOSED SESSION**

- Motion made for Council to enter into closed session to discuss 1.) Personnel Matters**  
**2.) Legal Matters**

Motion by: Dexter Harmon  
VOTE: Aye: 4  
Nay:  
Absent: 1

2<sup>nd</sup> by: Pat Elliott

Abstain:

*\*Motion Carried*

Mayor Lawson opened the closed session at 6:57 PM

#### **XVI. RETURN FROM CLOSED SESSION**

**Motion made for Council to return from closed session.**

Motion by: Pat Elliott

2<sup>nd</sup> by: Dexter Harmon

VOTE: Aye: 4

Nay:

Absent: 1

Abstain:

*\*Motion Carried*

Council returned from closed session at 8:03 PM

#### **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: Jamie Lawson: Aye  
Kevin Barnett: Aye  
Wallace W. Ross, Jr.: Aye  
Pat Elliott: Aye  
Dexter Harmon: Aye  
Michele Rusek: *Absent*

#### **XVII. MOTIONS FROM CLOSED SESSION – No motions**

#### **XVIII. ADJOURN**

**Motion made to adjourn**

Motion by: Dexter Harmon

2<sup>nd</sup> by: Pat Elliott

VOTE: Aye: 4

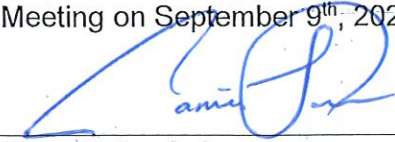
Nay:

Absent: 1

Abstain:

***\*Motion Carried***

\*Mayor Lawson adjourned the meeting at **8:32 PM**, until the next scheduled Council Meeting on September 9<sup>th</sup>, 2025 at 6:30 PM.



Mayor, Jamie Lawson



Town Clerk, Kristie Tipton