

TOWN COUNCIL MINUTES

Gate City Town Council
April 14, 2026
156 East Jackson Street, Gate City, VA
6:30 PM

I. COUNCIL MEETING CALLED TO ORDER AT 6:57 PM By: Mayor, Jamie Lawson

II. ROLL CALL: Deputy Town Clerk – Lisa Loggans

	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, Allen Dougherty	X	
Town Manager, Greg Jones	X	
Town Attorney, Michele Brooks	X	

Others present: Mike Still, Kingsport Times News; Gabe Edmunds, Virginia Star; Frances Perry; Dale McConnell; Chief Terry Sivert; Steve Rutherford; Jason Snapp; Ellen Bailey; Quentin Miles; Joshua Wilson

III. INVOCATION: Pat Elliott

IV. PLEDGE OF ALLEGIANCE: Wallace W. Ross, Jr.

V. APPROVAL OF AGENDA

Motion made to approve the April 14, 2026, agenda.

Motion made to approve as presented.

Motion by: Pat Elliott

2nd by: Dexter Harmon

VOTE:

Aye: 5

Nay:

Absent:

Abstain:

Motion Carried

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

Resignation – Kris Tipton, Town Clerk

Steve Rutherford – Water Supervisor received Standard Gold Award for Excellence from Virginia Department of Health; three employees from the Water Plant received Congratulatory Resolutions as recognition of their efforts: Tommy Roberts, Scott Mullins, Wendell Daugherty

VII. APPROVAL OF MINUTES

1. Approval of March 10, 2026, Town Council Meeting Minutes.
Motion made to approve as presented.

Motion by: Dexter Harmon
VOTE:

Aye: 5
Nay:
Absent:
Abstain:

2nd by: Pat Elliott

Motion Carried

2. Approval of March 10, 2026, Public Hearing Minutes (*Chapter 18 Solid Waste Ordinance Revision*).

Motion made to approve as presented.

Motion by: Pat Elliott
VOTE:

Aye: 5
Nay:
Absent:
Abstain:

2nd by: Dexter Harmon

Motion Carried

3. Approval of March 2, 2026, Joint Workshop Minutes
Motion made to approve as presented.

Motion by: Kevin Barnett
VOTE:

Aye: 5
Nay:
Absent:
Abstain:

2nd by: Wallace W. Ross, Jr.

Motion Carried

VIII. APPROVAL OF PAYMENTS

Motion made for approval for payment of bills for April 2026 as presented.

Motion by: Dexter Harmon
VOTE:

Aye: 5
Nay:
Absent:
Abstain:

2nd by: Pat Elliott

Motion Carried

- IX. **PUBLIC COMMENT** (Will be limited to 3 minutes per speaker) Quentin Miles spoke about the diabetes walk he is wanting to host, he questioned if 9/19/26 was still a good date to have it.

- 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** – submitted by Jason Snapp, Mattern & Craig

VDH Backup Generator Project: Awaiting to submit the pre bid package to VDH till the required utility easements are acquired. The Town and M&C met with two of the three property owners where easements are needed on 3/4/26. Town Manager Greg Jones has spoken directly to the third property owner. All three property owners appear willing to sign the requested easements to move the project forward. The project can go to advertisement once the easements are procured and the pre bid package is approved by VDH.

Kane St. Sidewalk: All documentation has been submitted to VDOT for approval to advertise. Approval is expected any day.

Manville Road Sidewalk: Storm drainage design for the project is complete and the project is currently at the 60% design stage. Required easements are being defined for acquisition. Once required ROW and easements are established the Town can request VDOT open the ROW phase of the project. This will allow negotiations with the affected property owners to procure the needed ROW/easements. Once ROW is procured 90% and 100% plans can be finalized.

B. Town Manager's Report – Greg Jones

- **Dog Park Project**

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.

October 2025 – Temporary signs for the Dog Park, large and small dog area has been ordered and received. The permanent signs will be a part of the wayfinding sign project that is being currently planned.

- **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.

November 2025 – Town Attorney, Michele Brooks submitted the Utility easement. We will schedule a meeting with the effected property owners shortly.

February 2026 – We are clear to meet with the effected property owners.

March 2026 – Jason Snapp with Mattern & Craig, Inc and I met with the three property owners who are affected by this project on March 4th, 2026. We are not expecting any issues with the easements needed for this project.

April 2026 – Easement were sent back to Town Attorney, Michele Brooks on March 31st, 2026. The year 2025 referenced on the easements will need to be changed to 2026 before property

owners are willing to sign. The pre bid package will be sent to VDH when all the signed easements are obtained.

- **Water Street Parking Lot Development Project**

February 2026 – Phase I is nearly complete. The contractors need to finish the cleanout covers. Topsoil and seedling are completed, and sporting equipment has been set up. Contractors will be bringing in a sweeper to remove dirt and debris from the paving area. We are awaiting the electric inspection from the Scott County Building inspector for the EV charging stations. Installation of the acrylic coating for the pickleball and basketball courts has been delayed due to weather conditions. We will need several 50+ degree weathers for the acrylic coating to properly bond with the asphalt.

The Town has been awarded \$44,000.00 in grant funding from Governor's Agriculture and Forestry Industries Development Fund - Infrastructure Grant Program. This funding will be used for the creation of a Farmer's Market in Gate City. I would like to thank Manns Farms, Scott County Board of Supervisors, Delegate Terry Kilgore, and Scott County EDA for their support this project. Mr. and Mrs. Timothy Test, owners of Horse-n-Bear Ranch, have expressed interest in partnering with our Farmers Market.

March 2026 – Council met and approved Change Order #4 on February 24, 2026. The change order was in the amount of \$24,889.14 to excavate rock from the water and wastewater line. The contractor informed the town this would be the last change order for phase 1. The contractor is currently creating a punch list for the final activities. The coating for the pickleball and basketball courts will need to be applied and a final inspection from Scott County Soil and Water.

We will be working with Ms. Anna Walters, USA Pickleball District Ambassador, and certified pickleball coach to provide pickleball classes starting in the spring.

April 2026 – The pickleball and basketball courts coating remains to be completed. Originally Council determined the pickleball court will be green with white lines. However, having a separate color for the 'kitchen' is what pickleball prefer. **Council Action: Review proposed pickleball color scheme and vote to change colors if needed.**

I have applied for grant funding for the Farmers Market with the Cumberland Forest Community Fund. That application was for \$15,000 and will work with the \$44,000 already awarded through the Governor's Agriculture and Forestry Development Fund. The RFP for the new Farmers Market outdoor market will be developed and advertised this week.

- **Grogan Park Rehabilitation Project**

December 2025 - In November 2025, thirty-four trees were removed around the walking trail and park. The Scott County Ministerial Association is currently collecting the usable wood for its firewood program, after which the Town will clear the remaining debris. We are now awaiting Stone Excavation to mobilize and begin the trail rehabilitation work.

April 2026 – Stone Excavation Company will begin on the walking trail rehabilitation at the beginning of May.

- **Events**

March 2026 – The VA250 Committee met on Thursday, February 26, 2026, and discussed the Council event that will happen at the Gate City High School on July 3rd, 2026. The headlining band contract has been signed. We are currently working with AV Express on stage and sound. We are hoping to have that contract signed soon. Additional activities being planned are a 5K race and a Pickleball Tournament.

April 2026 – The VA250 Committee held a press conference on March 23rd, 2026, and announced that Folk Soul Revival will be the headliner followed by Dave Eggar & Bristol Lightning on July 3rd, 2026, at Legion Field at Gate City High School. Leading up to the concert there will be a 5K run and a pickleball tournament. Ms. Anna Walters, US Pickleball Ambassador, and certified coach will be offering a free intro to pickleball soon followed by lessons leading up to the pickleball tournament. Details are being planned.

- **Engineering Procurement**

February 2026 – VDOT has approved our proposed interview questions and has cleared the way to interview the prospective engineering firms. Action Item: Determine date to interview firms.

March 2026 – The interview team met with three prospective engineering firms on February 25, 2026. The interview team scored and sent their recommendations to VDOT. Once VDOT approves the process and scoring methodology, we will be ready to start the contract negotiations.

April 2026 – We received feedback from VDOT on April 7th, 2026, approving our process and recommending proceeding with the contract approval. I will be meeting with the interview team to review the contract shortly.

- **Congressional Community Project Funding Request**

March 2026 - The Town submitted a Community Project Funding request through the office of H. Morgan Griffith seeking federal assistance to replace the Gate City Volunteer Fire Department's aging fire engine. Congressman Griffith will review requests submitted from across the district and select up to twenty projects to forward for consideration. Those projects will then be submitted to the U.S. House Committee on Appropriations as part of the Fiscal Year 2027 federal funding process. The Town's request seeks approximately \$1.09 million and includes strong community and regional support.

April 2026 - On March 27th, 2026, I received a call from Congressman Griffith office that our project was selected and will be forwarded to Congress for consideration.

- **FY 2027 TOWN BUDGET**

The Finance Committee has completed the proposed budget for FY 2027 and has been submitted to Council for their review. **Council Action: Conduct a Public Hearing on May 12th, 2026.**

- **2025 Annual Town Audit**

April 2026 - The FY 2025 Annual Town Audit is complete. The hardcopies have been placed in Council's mailbox. The auditors will present the audit at the May 2026 Council meeting.

C. Attorney Report – No Report

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

Pat Elliott – Been working through the budget

Dexter Harmon – No report

Kevin Barnett – No report

Wallace W. Ross Jr. – Asking if the Town has any budget for whole street paving. Mr. Jones responded that we've always had funding for that in the maintenance budget.

Allen Dougherty – Budget was challenging

E. Police Department – Terry Sivert

F. Sanitation Authority – Kevin Barnett Public Hearing for Budget: 5/11/2026

G. Public Works – Dale McConnell

H. Water Plant – submitted by Steve Rutherford

NOTE: Frances Perry spoke about the National Day of Prayer on May 7th 2026 and requested a VDOT permit to close Jackson Street from King Alley to the Courthouse.

XII. UNFINISHED BUSINESS

1. Approve: Food Trucks Proposed Ordinance

Motion made to approve the Food Trucks Ordinance.

Motion by: Dexter Harmon

2nd by: Allen Dougherty

VOTE:

Aye:3

Nay:

Absent:

Abstain: 2

Motion Carried

2. Public Works Office - replace heat pump and lines

Motion made to

Motion by:

2nd by:

VOTE:

Aye:

Nay:

Absent:

Abstain:

TAKE NO ACTION

Move to May Council Meeting

XIII. NEW BUSINESS

1. Approve: R1 and R2 Proposed Ordinance to include Accessory Dwelling Units (ADU) (Tiny Homes)

Motion made to approve R1 and R2 Proposed Ordinance to include Accessory Dwelling Units (ADU) – Tiny Homes.

Motion by: Kevin Barnett

2nd by: Pat Elliott

VOTE:

Aye:5

Nay:

Absent:

Abstain:

Motion Carried

2. **Approve: Section 30-365, Variance and Special Exemption and Use Permits Amendment (include cost of advertising)**
Motion made to approve Section 30-365, Variance and Special Exemption and Use Permits Amendment (include cost of advertising).

Motion by: Dexter Harmon

2nd by: Pat Elliott

VOTE:

Aye: 5

Nay:

Absent:

Abstain:

Motion Carried

3. **Approve Public Hearing: FY27 Town Budget**

Motion made to approve Public Hearing: FY27 Town Budget.

Motion by: Kevin Barnett

2nd by: Pat Elliott

VOTE:

Aye: 5

Nay:

Absent:

Abstain:

Motion Carried

4. **VDOT Funding & Signature Resolution**

Motion made to accept the VDOT Funding & Signature Resolution.

Motion by: Pat Elliott

2nd by: Dexter Harmon

ROLL CALL

Aye: Jamie Lawson,
Kevin Barnett,
Wallace W. Ross, Jr.,
Pat Elliott,
Dexter Harmon,
Allen Dougherty

Motion Carried

5. **Pickleball Surface Coating Design**

Motion made to accept as presented the pickleball surface coating design.

Motion by: Kevin Barnett

2nd by: Pat Elliott

VOTE:

Aye: 5

Nay:

Absent:

Abstain:

Motion Carried

6. **Wage Classification Adjustment**

Motion made to accept the wage classification adjustment plan.

Motion by: Dexter Harmon

2nd by: Wallace W. Ross, Jr.

VOTE:

Aye: 5

Nay:

Absent:

Abstain:

Motion Carried

7. Office Manager, Treasurer, and Town Clerk wage adjustments

Motion made to accept wage adjustments effective 4/13/26: Office Manager Employee Number 9578-\$23.70/hr; Treasurer Employee Number 100329-\$28.05/hr.

Motion by: Dexter Harmon

2nd by: Pat Elliott

VOTE:

Aye: 5

Nay:

Absent:

Abstain:

Motion Carried

8. Town Clerk Job Description Amendment

Motion made to amend the Town Clerk Job Description.

Motion by: Dexter Harmon

2nd by: Pat Elliott

VOTE:

Aye: 5

Nay:

Absent:

Abstain:

Motion Carried

9. Town Manager Job Description Amendment

Motion made to amend the Town Manager Job Description.

Motion by: Pat Elliott

2nd by: Dexter Harmon

VOTE:

Aye: 4

Nay:

Absent:

Abstain: 1

Motion Carried

10. Small Towns Conference Attendee: Wallace W. Ross, Jr.

Motion made to allow two council members to attend Small Towns Conference:

Wallace W. Ross, Jr. and Kevin Barnett

Motion by: Pat Elliott

2nd by: Dexter Harmon

VOTE:

Aye: 5

Nay:

Absent:

Abstain:

Motion Carried

11. Kane Street Sidewalk Project: Budget Amendment

Motion made to amend the budget for the Kane Street Sidewalk Project-\$1,966,360, with the towns portion being approximately \$95,000, and resolution stating that the budget was amended

Motion by: Kevin Barnett

2nd by: Pat Elliott

ROLL CALL:

Aye: Kevin Barnett,
Wallace W. Ross, Jr.,
Pat Elliott,
Dexter Harmon,
Allen Dougherty

Motion Carried

12. Open bank account for VA250 Concert Event

Motion made to open bank account for VA 250 Concert Event and include a resolution to present to the bank.

Motion by: Kevin Barnett

2nd by: Pat Elliott

ROLL CALL:

Aye: Kevin Barnett,
Wallace W. Ross, Jr.,
Pat Elliott,
Dexter Harmon,
Allen Dougherty

Motion Carried

XIV. PUBLIC COMMENT: NEW BUSINESS - None

XV. CLOSED SESSION

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

Motion by: Dexter Harmon

2nd by: Kevin Barnett

VOTE:

Aye: 5
Nay:
Absent:
Abstain:

Motion Carried

Mayor Lawson opened the closed session at 7:57 PM

XVI. RETURN FROM CLOSED SESSION

Motion made for Council to return from closed session.

Motion by: Dexter Harmon

2nd by: Kevin Barnett

VOTE:

Aye: 5
Nay:
Absent:
Abstain:

Motion Carried

Council returned from closed session at 10:59 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: Aye: Jamie Lawson,
Kevin Barnett,
Allen Dougherty,
Wallace W. Ross, Jr.,
Pat Elliott,
Dexter Harmon

XVII. MOTIONS FROM CLOSED SESSION - None

XVIII. ADJOURN

Motion made to adjourn

Motion by: Dexter Harmon

2nd by: Kevin Barnett

VOTE:

Aye: 5

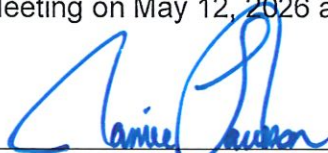
Nay:

Absent:

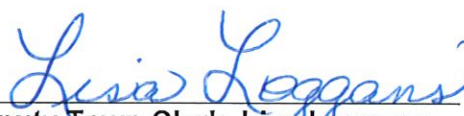
Abstain:

Motion Carried

*Mayor Lawson adjourned the meeting at 11:22 PM, until the next scheduled Council Meeting on May 12, 2026 at 6:30 PM.



Mayor, Jamie Lawson



Deputy Town Clerk, Lisa Loggans