

**Council Meeting Minutes from
Recessed Meeting from August 14, 2012
September 4, 2012**

The Tazewell Town Council reconvened from a recessed meeting at 6:30 p.m. in the Town Hall Council Chambers.

Present:

Mayor A. D. Buchanan, Jr.
Vice-Mayor Chris Blankenship
Councilmember Chris Brown
Councilmember Terry Mullins
Councilmember Jack Murray
Councilmember Danny Willis

Absent:

Councilmember David Fox

Staff present was Town Manager Todd Day; Clerk, Linda S. Griffith and Executive Assistant, Robin Brewster.

CALL TO ORDER

Mayor Buchanan called reconvened to order. Town Manager Day gave the invocation.

EQUIPMENT/ POLICE CRUISERS UPGRADES

Manager Day informed Council that the Town's equipment needed to be upgraded in the future. Manager Day stated the Town's garbage trucks are a 1986, 1993 and 1999, and the Town needed to start replacing one truck every five years.

Manager Day also stated the police cruisers are worn out, due to them being County cars that were donated them to the Town. Manager Day stated by purchasing new police cruisers the saving on the maintenance of the older cruiser would justify the purchase of a new police cruiser with a (5) five year warranty.

Councilmember Murray stated the Town should use the mechanics in house and cut back on maintenance cost.

Councilmember Blankenship questioned Manager Day why he thinks it was the best practice for each officer to have a cruiser.

Manager Todd stated if each officer has their own cruiser they would take pride in the maintenance of their cruiser.

GAS AND VEHICLE MAINTENANCE

Manager Day stated if the Board of Supervisors gave the ok the Town could purchase gas from the County. The Town vehicles would gas up at the Fairgrounds. Manager Day also

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stated the town could get all their vehicles maintenance at the County garage and the Town would reimburse the County for materials and the hourly rate of pay for the employee for the maintenance.

BROADBAND

Manager Day stated the Town could hook onto the broadband services with Tazewell County to save the Town money.

SEWER PLANT CHEMICALS

Manager Day advised Council that all localities and the county are going together to buy in bulk for chemicals to save money.

Manager Day stated in return for all the favors, the County is asking that the Town allow the PSA to inject their leachate slowing into our sewer system.

Manager Day stated he had talked with DEQ and they advised it was not leachate that is being dumped into the sewer system, it is coming from a business. Manager Day advised that the Sheriff's Department and the Police Department are going to businesses to try to find what is going into the Town system.

BLUESTONE INDUSTRIAL PARK

Mayor Buchanan stated that all towns are in agreement as being partners with the Bluestone Industrial and Technology Park. Mayor Buchanan stated he would like for the Town to partner with the Bluestone Industrial and Technology Park.

Manager Day stated that all Towns applied together to obtain a VDOT-Revenue Sharing \$1,000,000 project for the Bluestone Industrial and Technology Park. Manager Day stated that something great is getting ready to go into the park and the Town needs to be a part of it.

After discussion, motion was made by Councilmember Murray, seconded by Councilmember Brown for the Town of Tazewell is partners in the Bluestone Industrial & Technology Park pending acceptance with Tazewell County. On vote, Vice-Mayor Blankenship, aye; Councilmember Brown, aye; Councilmember Mullins, aye; Councilmember Murray, aye; Councilmember Willis, aye.

COMMUNITY SIGN

Robin Brewster stated she received a quote for a community information sign in the amount of \$16,226.

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Councilmember Murray and Councilmember Brown stated the community information sign was something the Town should look into in the future.

BANNERS

Manager Day stated that Flora Sinkford was looking at obtaining grants for banners for Town streets.

LINCOLNSHIRE PARK

Manager Day stated that the Lincolnshire Park plaque is in need of repair.

STREET LIGHTS

Manager Day stated he is working on the street lights for Henry Street and Tazewell Avenue Park.

RESOLUTION - LAKE WITTEN

Manager Day submitted a Resolution for Lake Witten to become a State Park.

SPEAKER SYSTEM

Manager Day stated he was going too met with Randy Conn about a speaker system for the Council Chambers.

ECONOMIC DEVELOPMENT COMMITTEE

Manager Day suggested that an Economic Development Committee be established and asked Council for suggestions on some aggressive people to be on the committee.

EMERGENCY DIASTER PLAN

Manager Day stated the Town could piggyback with the County on an Emergency Disaster Plan.

COMMUNITY ACCESS CHANNEL

Vice-Mayor Blankenship asked if the Town could have the weather put on the community access channel.

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LINCOLNSHIRE DAM

Manager Day stated the estimated cost of \$300,000 to the Lincolnshire Dam and that some of the repairs could be done in house. The Town applied for an extension from the Game of Inland Fisheries to allow time to repair the dam.

DEPOT STATION

Manager Day stated that LeeAnne Billings and some other individuals are working on obtaining grants for the old depot station at North Tazewell.

DELINQUENT ACCOUNTS

Manager Day stated that letters are being sent on delinquent business licenses, personal property and real estate taxes. Manager Day advised that LeeAnne Billings is working on doing DMV stops for delinquent personal property taxes.

PARKING TICKETS

Councilmember Murray stated that some people have parked the same way for years and have no other way to park to get out of their cars.

Manager Day stated that the tickets that were given out for parking the wrong way should have received warnings before receiving tickets.

FOUR SEASONS YMCA

Councilmember Murray suggested that the Town keep the cigarette tax donated to the Four Seasons YMCA until the Town gets in better financial shape.

Vice-Mayor Blankenship stated the Town donations keeps the membership cost down so that families could afford to be a member of YMCA.

Councilmember Murray stated how you could give money away when the Town doesn't have it.

ADJOURNMENT

With no further business, meeting was adjourned at 8:40 p.m.

Work Session Minutes September 11, 2012

The Tazewell Town Council met at 5:00 p.m. in the Town Hall Council Chambers for a Finance Committee meeting.

Present:

Mayor A. D. Buchanan, Jr.
Vice-Mayor Chris Blankenship
Councilmember Chris Brown
Councilmember David Fox
Councilmember Terry Mullins
Councilmember Jack Murray
Councilmember Danny Willis

Absent:

None

Staff present were Town Manager, Todd Day; Clerk, Linda S. Griffith; Executive Assistant, Robin Brewster.

FINANCIAL PLAN

Manager Day presented Council with a detailed five year finance plan from VML/VACO for the Town of Tazewell. The report stated the Town of Tazewell needed to borrow \$650,000 in a Revenue Anticipation Note to pay off its aging accounts payable of \$190,693 and a line of credit loan in the amount \$350,000. Manager Day stated the Town would have to do a lot of cut backs, by only purchasing what we need. Manager Day stated the Town needed to be more aggressive on collecting delinquent taxes, water bills, business license, etc.

Councilmember Murray questioned if the Town could borrow more money.

Manager Day replied, "yes the Town could borrow more money".

FOUR SEASONS YMCA

Tommy Parham, Director of Four Seasons YMCA, presented Council with a financial report for the Four Seasons YMCA. Mr. Parham stated the Four Season YMCA has approximately 4,000 members and 88 employees. Mr. Parham thanked the Town of Tazewell for donation from the cigarette revenue and gave brief explanation of the programs that the Four Seasons YMCA provides for the community.

Councilmember Willis stated the youth basketball program at the Four Seasons YMCA needs some improvement.

Councilmember Blankenship stated the important part of the Town supporting the Four Season YMCA is that it helps keep the membership lower and stated the YMCA is an asset to the Town of Tazewell.

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Councilmember Mullins stated he appreciated what the Four Seasons YMCA is doing for the community and what it was going to do for the community.

DONNIE YATES – 601 FAIRGROUND ROAD

Donnie Yates, of 601 Fairground Road, came before Council, stating he has a major problem with his next door neighbors. Mr. Yates stated there is loud music, drinking, use of drugs, young woman going in and out of the residence and large groups living in the home. Mr. Yates stated he has called the Police Department numerous times and they will either just drive by or talk to the residents and then the police get in their cars and drive away. Mr. Yates stated he had also called the Department of Social Services concerning a small child being near the road. Mr. Yates stated he would like to have the neighborhood watch sign and he would pay and the residents on Fairground Road. Mr. Yates stated it was told that a neighbor spoke with one of the Councilmember's about the situation and they were told by them to move out of Town. Mr. Yates stated he hoped this wasn't true that a Councilmember would have told a citizen this.

Councilmember Brown asked what avenues the Town could take on the situation.

Councilmember Willis stated that the owners of property needed to be contacted.

Councilmember Murray asked if this residence was in violation of the Town Code.

Manager Day stated the Town needed to look at all issues and stay on top of the issue and be more aggressive.

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The Tazewell Town Council met in regular session at 7:30 p.m. in the Town Hall Council Chambers.

Present:

Mayor A. D. Buchanan, Jr.
Vice-Mayor Chris Blankenship
Councilmember Chris Brown
Councilmember David Fox
Councilmember Terry Mullins
Councilmember Jack Murray
Councilmember Danny Willis

Absent:

None

Staff present were Town Manager, Todd Day; Clerk, Linda S. Griffith; Town Attorney, Brad Pyott; Police Chief, DeWitt Cooper; Executive Assistant, Robin R. Brewster and Fire Chief Josh Roberts.

CALL TO ORDER

Mayor Buchanan called the meeting to order with a moment of silence in remembrance of 9/11 and the pledge of allegiance given by Police Officers, Firefighters and Emergency Services. The invocation was given by Rusty Hatfield.

Donnie Hagy sang God Bless America and Star Spangled Banner for the audience and Council.

RESOLUTION – TAZEWELL MOOSE LODGE

Mayor Buchanan recognized the Tazewell Moose Lodge by a resolution on their generous donation of hand guns for the police officers.

APPROVAL OF MINUTES

Motion was made by Councilmember Murray, seconded by Councilmember Brown to approve the Work Session Minutes of August 14, 2012, Council Meeting Minutes of August 14, 2012 and August 21, 2012. On vote, Vice-Mayor Blankenship, aye; Councilmember Brown, aye; Councilmember Mullins, aye; Councilmember Murray, aye; Councilmember Willis, aye.

FINANCIAL STATEMENTS

Motion was made by Vice-Mayor Blankenship, seconded by Councilmember Murray to approve the financial statements for August 2012. On vote, Vice-Mayor Blankenship, aye;

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Councilmember Brown, aye; Councilmember Mullins, aye; Councilmember Murray, aye; Councilmember Willis, aye.

PRESENTATION OF PROJECT AND ACTIVITY REPORT

Motion was made by Councilmember Willis, seconded by Councilmember Mullins to approve the project and activity reports for August 2012. On vote, Vice-Mayor Blankenship, aye; Councilmember Brown, aye; Councilmember Mullins, aye; Councilmember Murray, aye; Councilmember Willis, aye.

LINCOLNSHIRE PARK HOURS

Robin Brewster stated the new Lincolnshire Park hours will be from 5:30 a.m. – 11:00 p.m. year round park hours.

Motion was made by Councilmember Fox, seconded by Councilmember Murray to set the new Lincolnshire Park hours from 5:30 a.m. – 11:00 p.m. year round with the understanding that this will not cause a liability to the Town by not having staff at the park during these hours. On vote, Vice-Mayor Blankenship, aye; Councilmember Brown, aye; Councilmember Mullins, aye; Councilmember Murray, aye; Councilmember Willis, aye.

Manager Day stated he would contact Larry Blankenship to check with him concerning the insurance liability and bring back to Council.

STREET LIGHT REQUEST

Manager Day stated moving forward with the street lights for Windsor Street and park on Tazewell Avenue.

Councilmember Blankenship stated it was a process that the Police Department would report any street lights when patrolling.

FLAG POLE – AMERICAN LEGION BUILDING

Manager Day stated he got a quote for a flag pole for the American Legion Building in the amount of \$2,470 and the vendor gave a 25% discount and ½ of shipping cost to the Town. Manager Day stated the town employees would install the flag pole

Councilmember Murray stated he would donate \$800 toward the flag pole for the American Legion Building.

Motion was made by Councilmember Murray, seconded by Councilmember Fox to purchase the flagpole for the American Legion Building. On vote, Vice-Mayor Blankenship, aye;

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Councilmember Brown, aye; Councilmember Mullins, aye; Councilmember Murray, aye; Councilmember Willis, aye.

Councilmember Blankenship stated he felt the Town could get other donations for the flag pole.

LINCOLNSHIRE PARK DAM

Manager Day stated that DCR (2) conditional permit was given to the Town to allow time to do repairs to the Lincolnshire Park Dam. Manager Day advised there were grants to help with repairs at the dam.

REPORT ON STATUS OF VEHICLES - POLICE

Chief Cooper reported that a lot of his vehicles were not serviceable and have taken them off the road. Some of the vehicles have over 112,000 miles. Chief Cooper stated him and Manager Day were looking at replacing vehicles and had received a grant this week for a police cruiser.

FINANCE COMMITTEE RECOMMENDATION

Manager Day stated that the analysis provided by VML/VACO has recommended that the Town of Tazewell needs to borrow funds in a Revenue Anticipation Note of \$650,000 to pay off aging accounts payable and a line of credit of \$350,000. Manager Day stated that Leanne Billings was working on doing DMV stops on delinquent taxpayers and becoming more aggressive on delinquent taxes. Manager Day wanted Council to be aware that a bond counsel would be hired to obtain the Revenue Anticipation Note. The RFP will be sent to the local banks and some of the larger banks. Manager Day stated he would be talking with Town Attorney, Brad Pyott whether he could do the legal work for the loan or let VML/VACO.

Councilmember Murray questioned where the Town would get revenues for the new police cars would.

Manager Day stated the Town was paying enough in maintenance to justify purchasing new cruisers.

Motion was made by Councilmember Murray, seconded by Councilmember Fox for Manager Day to proceed with the recommendation of VML/VACO to obtain a Revenue Anticipation Note of \$650,000. On vote, Vice-Mayor Blankenship, aye; Councilmember Brown, aye; Councilmember Mullins, aye; Councilmember Murray, aye; Councilmember Willis, aye.

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Motion was made by Councilmember Brown, seconded by Councilmember Murray for Manager Day to work with Attorney, Brad Pyott to make the best financial decision for the best interest of the Town to do the RFP and obtaining a bond counsel for the Revenue Anticipation Note of \$650,000. On vote, Vice-Mayor Blankenship, aye; Councilmember Brown, aye; Councilmember Mullins, aye; Councilmember Murray, aye; Councilmember Willis, aye.

RECOMMENDATION STREET COMMITTEE RUSSELL STREET

Councilmember Willis stated the requested for making Russell Street a one-way street needed to be tabled until the next meeting.

RESOLUTION – NATURAL GAS SERVICE

Motion was made by Councilmember Murray, seconded by Councilmember Brown to approve a Resolution supporting Natural Gas Services. On vote, Vice-Mayor Blankenship, aye; Councilmember Brown, aye; Councilmember Mullins, aye; Councilmember Murray, aye; Councilmember Willis, aye.

RESOLUTION – SUPPORT OF LAKE WITTEN

Motion was made by Councilmember Mullins, seconded by Councilmember Murray to approve the Resolution to support Lake Witten to become a state park.

RESOLUTION – GRANT POLICE CRUISER

Motion was made by Councilmember Murray, seconded by Councilmember Fox to approve the resolution to obtain a grant for a police cruiser. On vote, Vice-Mayor Blankenship, aye; Councilmember Brown, aye; Councilmember Mullins, aye; Councilmember Murray, aye; Councilmember Willis, aye.

CODE OF CONDUCT

Motion was made by Councilmember Murray, seconded by Councilmember Fox to approve the resolution for the code of conduct. On vote, Vice-Mayor Blankenship, aye; Councilmember Brown, aye; Councilmember Mullins, aye; Councilmember Murray, aye; Councilmember Willis, aye.

RECOGNITION OF EMPLOYEES

Councilmember Murray stood and recognized all the Town employees and Manager Day for a good job on the accomplishments during the new transition of the Town Manager.

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PUBLIC COMMENTS

Betty Wallace, of Riverside Drive, came before Council thanking them for the problems that have been taken care of. Mrs. Wallace questioned the old Quality Cleaners Building. Mrs. Wallace stated something needed to be done about dog poop on Town sidewalks and having dogs on a leash.

Councilmember Murray stated he had forgotten to talk to the owner of the Quality Cleaners Building, but would get in contact with him concerning the building.

PARKING TICKETS

Mayor Buchanan stated if any of the citizens have comments about the parking tickets there is nothing Council can do about the tickets they received.

Reuben Murphy, a resident of Pine Street, came before Council and thanked the Police Department for doing a good job. Mr. Murphy thanked all the Police Officers and Firemen for doing a great job.

Missy Killen, a resident of Pine Street, stated she had parked on Pine Street since 1973 uphill so that the rain would not collect in the back of her truck.

BLUE STONE INDUSTRIAL AND TECHNOLOGY PARK

Manager Day stated that the County was getting ready to receive some exciting news for the Blue Stone Industrial and Technology Park and stated that the Town would receive benefits from the Blue Stone Industrial Park.

REVENUE AND EXPENSES CUTBACKS

Manager Day stated the County is working with the Town to help cut costs with allowing them to obtain gasoline, hooking onto their broadband for internet services, allowing the Town to have vehicles maintenance at the County garage, and the town would pay for the materials and hourly pay for the employees. Manager Day also stated he had spoken with Mike Hymes on doing a share project on sidewalks with the County. Manager Day stated there are a lot of areas the Town is looking at to save money. Manager Day stated he was very excited about the opportunity to work with the Town and he appreciated the staff.

BLUE STONE INDUSTRIAL AND TECHNOLOGY PARK

Motion was made by Councilmember Fox, seconded by Councilmember Murray for the Town Council to participate with the Blue Stone Industrial and Technology Park. On vote, Vice-

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Mayor Blankenship, aye; Councilmember Brown, aye; Councilmember Mullins, aye; Councilmember Murray, aye; Councilmember Danny Willis, aye.

KIDS FISH DAY

Chief Cooper advised Town Council that Kid's Fish Day will held on October 6, 2012 at Dunford Park from 9:00 a.m. – 2:00 p.m.

VETERANS DAY PARADE

Councilmember Fox advised the Veterans Day Parade will be held on November 7, 2012.

ADJOURNMENT

With no further business to come before Council, meeting was adjourned at 9:55 p.m.