

Council Meeting Minutes

November 14, 2017

The Tazewell Town Council met in a work session at 7:00 p.m. in the Town Hall Council Chambers.

Present:

Absent:

Mayor A. D. Buchanan Jr

Councilmember Glenn Catron

Councilmember Chris Brown

Councilmember Jack Murray

Councilmember David Fox

Councilmember Jennifer Boyd

Staff present were: Town Manager, Todd Day; Clerk-Treasurer, Leeanne Regon; Executive Assistant, Robin Brewster; David Mills; Interim Police Chief, Josh Roberts, Fire Chief; Rescue Squad Administrator, Syndee Saleem, Sergeant Stanley Lampert.

Sewer Plant

Manager Day discussed the sewer treatment plant. He stated that David Dawson has reviewed the plant and help with recommendations for rates by performing a rate study. Manager Day stated that there are a lot of updates that need to occur. The pay off debt was reviewed and put together. David Dawson will work with us to create a request for proposal for the sewer plant upgrades. Manager Day discussed rate increases on sewer bills. It was asked what options do we have to make these upgrades. It was stated that the county would share in part of the debt service. We have tried to tighten everything we do as far as sewer repairs, etc. There are grants that we can apply for that would help. We will prepare RFP and interview firms. An engineering study needs to be done on the sewer plant. The cost of the study will be \$ 27,623.56. We have opportunity to get a grant from Cumberland Plateau to cover this cost. Manager Day stated that construction probably would not start for at least four years.

IDA

Manager Day stated that Tracie Lewis has prepared a great packet for council to review at the next meeting. He stated that some may have gotten calls about a concrete pad on Main Street at a new business. The road went off Main Street right into the old car dealership lot. They wanted to make a sidewalk there. There was some mishaps on the sidewalk but no it is more of concrete

slabs. The business has agreed to pay back the material the town bought. We have also helped another new business on Main Street by helping with a fire tap which was a cost of \$6,300.00.

Train Station

Hill Studio was hired and did a study of the work that needs to be done. It was estimated that \$274,948.00 worth of work needed to be done. We were awarded a grant of \$404,971.00. However, 20% of the cost will be the Town's. The town has written an award letter to Builders Specialist for the lowest bid. There is a base bid then three additional. Plumbing, electrical, and mechanical are all additional. The town will be doing those jobs in house. There are still more expenses than what the grant covers however we have just received a check from the state unclaimed property division of \$101,000.00 and we hope to be able to cover the cost with that and also cover the cost of the bucket truck repair with that check. He stated that the new garbage truck will be here in three weeks.

Council Meeting Minutes

November 14, 2017

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

Councilmember Glenn Catron

Councilmember Chris Brown

Councilmember Jack Murray

Councilmember David Fox

Councilmember Jennifer Boyd

Absent:

Vice-Mayor Terry Mullins

Staff present were: Town Attorney, Brad Pyott; Town Manager, Todd Day; Executive Assistant, Robin Brewster; Interim Police Chief, David Mills; Fire Chief, Josh Roberts; Rescue Squad Administrator, Syndee Saleem Clerk-Treasurer, Leeanne Regon; Property Maintenance/ Zoning Administrator, Chris Hurley; Recreation Director, Ben Rosado, Sergeant Stanley Lampert.

CALL TO ORDER

Mayor Buchanan called the meeting to order. He recognized all veterans for Veteran's Day. He asked veteran Jack Murray to open with the pledge of allegiance. Then asked veteran Glen Catron to give the invocation.

SPECIAL PRESENTATIONS

RECREATION ACCESS GRANT –ANDY CECIL

Andy Cecil, Cecil Engineering, came before council with an outlay of entrances to the little league field. He stated that he has reviewed the current layout and prepared a study. He passed out pictures for the council to review. He stated that there is a grant for \$250,000.00 that we could get from VDOT for Recreation Access. He stated there are a number of issues that need to be addressed. One issue being drainage. He handed out a draft of a suggestion to address the ball field access. This has been submitted to VDOT. He also discussed retaining walls and fill dirt. Mayor Buchanan thanked Mr. Cecil for his hard work that he has put into this. Manager Day stated that we will seek government funding for this and VDOT will need a resolution from

Council. Councilmember Murray made a motion to approve and move forward. Councilmember Catron seconded the motion. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Councilmember Murray, aye; Councilmember Fox, aye; Councilmember Boyd, aye.

CHAMBER UPDATE-PAM MEADE

Pam Meade stated that they have been discussing a county wide chamber. She handed out a packet for council to review that shows more about the merger. There have been meeting held throughout the county and have had good feedback. She would like to ask for council support in moving forward. Councilmember Murray asked if there would still be an office in Tazewell. She state that is the plan. Manager Day stated he would like to see it stay here. Councilmember Murray asked who the director would be, she said they would be hiring a full time director. The board is made up of members from Tazewell and Richlands. She said both chambers have voted to approve the merger.

DONATION REQUEST FOR MODIFICATIONS TO BE PERFORMED AT THE TAZEWELL MIDDLE SCHOOL –MICHAEL HOOPS

Michael Hoops came before council to discuss a request for funding to make the gym at the Tazewell Middle School a double volleyball court instead of a single. Councilmember Murray asked what the school board has said. He stated they are strapped. Councilmember Brown asked if they have met and said if funds are available they will do it? He answered he was not sure if they have or not. It was suggested that he request a letter from the school board stating if funds are available they will make it a double court. Mayor Buchanan stated that school board approval is the first step. Manager Day stated that if he gets that letter to let us know and we will start budget planning soon.

APPROVAL OF MINUTES

Motion was made by Councilmember Murray, and seconded by Councilmember Catron to approve the council minutes of October 10, 2017. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Councilmember Murray, aye; Councilmember Fox, aye; Councilmember Boyd, aye.

FINANCIAL REPORT

Treasurer Regon gave a financial report. She stated that tax tickets have been mailed and they have been very busy with payments coming in.

APPROVAL OF FINANCIAL STATEMENTS

Motion was made by Councilmember Murray and seconded by Councilmember Catron, to approve the financial statements for October 2017. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Councilmember Murray, aye; Councilmember Fox, aye; Councilmember Boyd, aye.

EVENTS FINANCIAL REPORT

Included in this report are man-hours, equipment hours, and bills generated from events the Town holds. Councilmember Murray asked about putting the check register in the council packets. He was concerned that it was taking a lot of employees time to do this and asked about leaving it out. Manager Day stated that it was a report that can be ran and we do it at the end of the month and he thinks it would be beneficial to leave it in the packet.

TOWN MANAGER'S UPDATE ON ONGOING PROJECTS

Manager Day stated he has no updates at this time.

PLANNING COMMISSION COMMITTEE

Councilmember Murray stated at the last meeting they discussed the boundary adjustment, street names and a chicken ordinance.

MISCELLANEOUS

It was stated that the Veteran's Day parade was very good. Councilmember Fox thanked Flora Sinkford and Sonia Alford and their committee. He has heard a lot of compliments. Mayor Buchanan stated that it makes it really special to see the veteran's going down the streets and people clapping and cheering for them.

2ND READING –I/EDA ORDINANCE

Table until Attorney Pyott is out of the IDA meeting.

TEMPORARILY CHANGE TIME OF COUNCIL MEETINGS

Mayor Buchanan stated that regular meetings are held at 7:30pm and wanted to know if anyone would like to move it during winter months. Councilmember Murray stated he thinks we should leave it. Councilmember Fox stated to leave it. No motion was made.

SECOND READING –AMEND BPOL TAX

Mayor Buchanan read the BPOL ordinance for rate change of tax for retail and rate change of financial tax. Councilmember Murray made a motion to approve the reading of the ordinance. Councilmember Catron seconded the motion. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Councilmember Murray, aye; Councilmember Fox, aye; Councilmember Boyd, aye.

REQUEST FOR TWO PARKING SPACES FROM RESIDENT AT 400 MAIN STREET

Manager Day stated that at the last meeting this was brought up and we have found minutes that an old car dealership requested the town open two spaces up for two hour parking. This is where the brewery is now. Councilmember Murray doesn't see how we can give two spaces for parking for a home owner. He said if we do this for one we will have to do it for everyone. Councilmember Catron stated that when they bought the home the owner thought parking spaces came with the home. Wanda Partyka states that she has one spot in front of the home then a space for an entrance into her garage which is not accessible because of the sidewalk. Mayor Buchanan stated one spot is marked yellow for no parking so it does not block her garage entrance. Councilmember Catron makes a motion for one space in front of the home to be used for parking for that resident of the home as long as the property stays residential. Councilmember Brown seconded the motion. Councilmember Murray stated we would have to do this for all now. Councilmember Brown stated that it is not fair for business parking to take a resident's parking space. He asked if there was any law that would cover this. Attorney Pyott stated no, and commented that Nancy Brooks has an apartment above The Well and she could now come and ask for parking. It was stated that the home was zoned as business. Councilmember Catron asked if she could park in front of the driveway for the garage where the yellow spot is. Manager Day recommended that it be marked as private home owner spot because that is her driveway and it must be kept open for her to access her driveway. Attorney Pyott stated that it is a private drive and the only one that would be allowed to park there and block the driveway is the home owner.

No votes were made. Motion fails.

Councilmember Catron made a motion that the area in front of her driveway be private access only. Councilmember Brown seconded the motion. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Councilmember Murray, aye; Councilmember Fox, aye; Councilmember Boyd, aye.

NORTH TAZEWELL TRAIN STATION RENOVATIONS BID AWARD

Manager Day stated that the contract has been awarded to Building Specialist Inc. of \$418,966.00. motion was made by Councilmember Fox to award the bid to Building Specialist Inc. Motion was seconded by Councilmember Murray. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Councilmember Murray, aye; Councilmember Fox, aye; Councilmember Boyd, aye.

DONATION REQUEST FROM SWCC FESTIVAL OF THE ARTS

Manager Day stated that we have received the annual request of \$500.00 from the SWCC Festival of Arts. Councilmember Murray made a motion to approve the donation request. Councilmember Boyd seconded the motion. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Councilmember Murray, aye; Councilmember Fox, aye; Councilmember Boyd, aye.

SECOND READING –I/EDA ORDINANCE

Attorney Pyott stated that the IDA was formed years ago, they passed by laws but they were not put into the Town Code. Councilmember Murray made a motion to suspend the reading of the by laws. Councilmember Brown seconded the motion. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Councilmember Murray, aye; Councilmember Fox, aye; Councilmember Boyd, aye.

Motion was made by Councilmember Murray to adopt the by laws for the IDA and add them to the Town Code. Councilmember Catron seconded the motion. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Councilmember Murray, aye; Councilmember Fox, aye; Councilmember Boyd, aye.

APPROVE RESOLUTION FOR REVENUE SHARING

Mayor Buchanan read the resolution for the revenue sharing program. Councilmember Murray made a motion to approve the resolution. Motion was seconded by Councilmember Catron. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Councilmember Murray, aye; Councilmember Fox, aye; Councilmember Boyd, aye.

HSIP RESOLUTIONS (4 TOTAL)

Mayor Buchanan read each resolution. Councilmember Murray made a motion to approve all four resolutions. Councilmember Fox seconded the motion. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Councilmember Murray, aye; Councilmember Fox, aye; Councilmember Boyd, aye.

RBDG RESOLUTION

Mayor Buchanan read the resolution. Councilmember Brown asked what this was for. Manager Day answered that it was so the Town could loan \$75,000.00 to businesses needing help. It would be free money because the business pays us back. The Town has to pay \$5,000.00 and we get \$70,000.00. Councilmember Catron made a motion to approve the resolution. Councilmember Brown seconded the motion. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Councilmember Murray, aye; Councilmember Fox, aye; Councilmember Boyd, aye.

CPPDC FUNDING FOR WASTEWATER TREATMENT PLANT UPGRADE PER & AD TO SOLICIT ENGINEERING FIRMS

Manager Day stated that the Town would receive a grant for \$27,000.00 to perform the engineering study needed for the sewer plant. Councilmember Catron made a motion to accept. Councilmember Murray seconded the motion. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Councilmember Murray, aye; Councilmember Fox, aye; Councilmember Boyd, aye.

LANGUAGE ASSISTANCE PLAN

Manager Day stated that if someone came in our office and they did not speak English we have to have a plan on how we could communicate with them. Manager Day read the plan. Councilmember Boyd made a motion to approve the plan. Councilmember Fox seconded the motion. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Councilmember Murray, aye; Councilmember Fox, aye; Councilmember Boyd, aye.

FIRST READING OF ANIMALS AND FOWLS ORDINANCE

Attorney Pyott stated that the Planning Commission has passed a animal and fowl ordinance and is now sending it to the council for final approval. At this time Attorney Pyott read the proposed ordinance. The second reading will be done at the next meeting.

APPROVE NAMING ALLEY BETWEEN MAIN STREET AND PINE STREET AS FEDERAL AVENUE.

Property Maintenance/ Zoning Administrator, Chris Hurley stated that the building where Sadie's use to be needed to be addressed and the alley way needed to be named. The Planning Commission has approved Federal Avenue. Motion to accept street name was made by Councilmember Murray and seconded by Councilmember Fox. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Councilmember Murray, aye; Councilmember Fox, aye; Councilmember Boyd, aye.

PUBLIC COMMENT

None.

EXECUTIVE SESSION

Councilmember Boyd made a motion that they go into executive session to discuss personnel matters and prospective business. Councilmember Brown seconded the motion. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Councilmember Murray, aye; Councilmember Fox, aye; Councilmember Boyd, aye.

RESOLUTION

Motion made by: Boyd

Resolution Number: ES171114

Motion Seconded by: Brown

Meeting Date: 17 November 14

Vote: All voted Aye

Purpose: Personnel & Prospective
Business

CERTIFICATION OF EXECUTIVE SESSION

WHEREAS, the Tazewell Town Council has convened an executive session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, 2.1-344.1 of the Code of Virginia requires a certification by this Council that such executive session was conducted in conformity with Virginia Law;

NOW, THEREFORE, BE IT RESOLVED, the Tazewell Town Council hereby certifies that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the executive session to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive session were heard, discussed or considered by the Tazewell Town Council.

VOTE

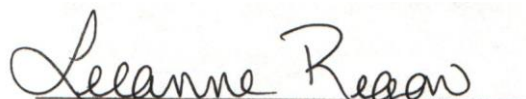
Ayes: Brown, Fox, Catron, Boyd, Murray

Nays: none

(For each nay vote, the substance of the departure from the requirements of the Act should be described.)

Absent during vote: Mullins

Absent during meeting: Mullins


Leeanne Regan, Clerk

Motion was made to come out of executive session by Councilmember Catron. Motion was seconded by Councilmember Fox. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Councilmember Murray, aye; Councilmember Fox, aye; Councilmember Boyd, aye.

Mayor Buchanan stated the reason they went into executive session was to discuss personnel matters and prospective business. He then read the resolution for Certification of Executive Session. On a roll call vote to confirm, On vote, Councilmember Catron, aye; Councilmember Brown, aye; Councilmember Murray, aye; Councilmember Fox, aye; Councilmember Boyd, aye.

ADJOURNMENT

Councilmember Catron made a motion to adjourn the meeting. Motion was seconded by Councilmember Brown. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Councilmember Murray, aye; Councilmember Fox, aye; Councilmember Boyd, aye.

Mayor Buchanan adjourned the meeting at 9:55 pm.