

Council Meeting Minutes

April 13, 2021

The Tazewell Town Council met in a budget work session at 5:30 p.m. in the Town Hall Council Chambers.

Present:

Mayor Michael Hoops

Vice Mayor Terry Mullins

Councilmember Glenn Catron

Councilmember Chris Brown

Councilmember David Fox

Councilmember Emily Davis

Councilmember Joe Beasley

Absent:

Staff present were: Town Manager, Todd Day; Executive Assistant, Robin Brewster; Clerk/Treasurer, Leeanne Regon.

Manager Day stated that the last year had been terrible for everybody. Morale has been low but he assured council that staff and himself had everything under control. At this time, he doesn't have any tax rate increases planned. One issue that will impact our budget over the next few years is the new minimum wage pay. We typically have employee pay already at what they first new rate of \$9.50 will be.

He discussed the Weldon Cooper Surveys. He discussed the decline in our population. Councilmember Catron asked if everyone around us had a drop in population too. It was answered yes. He stated that he uses this information to plan for the budget.

He showed information to them regarding EMS performance. He showed the revenue before we did transports and after. The revenue went up, but so did expenses because you had to hire more people and have more supplies. He showed a comparison of transport calls before Covid and now. Covid directly impacted transport volume. They discussed current expenses and revenue. He stated that we are only \$50,000 in the red right now and that's with Covid impacting us, if Covid wouldn't have hit we would be even better off.

Manager Day discussed that we would be using an interim auditor this year. He read a list of localities that uses an interim auditor. It is required by GASB that we report in an accrual basis. We will begin running on a cash basis instead of accrual and we will have interim auditors that will convert it back to accrual for reporting. Hicok, Brown & Company is the firm that will be handling this. Juan Garcia from their office will be working with us. He then discussed that we are taking measures to comply with what VRA has been concerned with.

Manager Day then discussed real estate tax collection. Councilmember Brown asked how much real estate tax we bill out. Clerk/Treasurer Regon stated she did not know right off but she would let him know tomorrow.

The group discussed garbage pick ups for dumpsters. Manager Day showed a graph comparison of other localities and what they charge for their pickups. We are the lowest around. They discussed increasing dumpster fees. They stated that they don't want to double our fees and hurt the businesses so raising it a small amount is a better option. This is what he had done for his proposal.

The group discussed the concession stand at the park. It was stated that Sharon Thomas will be operating it this year.

After going over all revenue Manager Day asked if anyone had any questions. No one did and we moved on to expenses.

Manager Day stated that he does have a three percent raise in for employees. He stated that EMS was the lowest EMS in the county and we are having a harder time finding employees to hire because we run transports.

Manager Day discussed that he was increasing the line item that events were coded to because we have so many events. Also, the contingency line item increased substantially. They also discussed paving, it was said that we will be paving Tazewell Avenue to Carline but this will be done with grants funds.

The group then discussed the water fund. They discussed the water project. It was said that the proposed budget has a water rate increase of \$.50. This will make the debt service payment and make up for inflation. VML VACO is currently working on a rate study and if they challenge that rate increase, we may have to come back and revisit the rate and refigure. This will be in effect for the next three years. The proposed budget is showing a \$90,000 profit in the water fund due to a transfer that was to take place last year from the general fund.

The group then discussed the sewer fund. They discussed the plant upgrade project. Manager Day stated that the LGIP currently has \$150,000 in it to prepare for our debt service payment. By June there will be another \$75,000 deposited into it. Next year there will be a total of \$225,000 deposited in it. This will be the last year of planned sewer rate increases.

The group discussed the IEDA fund. Not much changed in this fund. Most of this fund is transfers from the general fund. Manager Day asked if anyone has any questions. No one did but he encouraged them if they had questions to email him.

EXECUTIVE SESSION

Motion was made to go into executive session by Councilmember Beasley. Motion was seconded by Councilmember Catron. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Vice Mayor Mullins, aye. Councilmember Fox, aye, Councilmember Davis, aye; Councilmember Beasley, aye.

Motion to come out of executive session was made by Councilmember Catron and seconded by Councilmember Davis. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Vice Mayor Mullins, aye. Councilmember Fox, aye, Councilmember Davis, aye; Councilmember Beasley, aye.

Motion to amend executive session agenda to include contract negotiation for the sports complex. Motion was made by Councilmember Brown and seconded by Councilmember Beasley. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Vice Mayor Mullins, aye. Councilmember Fox, aye, Councilmember Davis, aye; Councilmember Beasley, aye.

Motion was made to go into executive session by Councilmember Brown. Motion was seconded by Councilmember Davis. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Vice Mayor Mullins, aye. Councilmember Fox, aye, Councilmember Davis, aye; Councilmember Beasley, aye.

RESOLUTION

Motion made by: Brown

Resolution Number: ES210413

Motion Seconded by: Davis

Meeting Date: 21 April 13

Vote: All voted Aye

Purpose: Award of Public Contract
Involving the Expenditure of Public
Funds, Personnel Matters, Contract
Negotiation for the Sports Complex

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: Catron, Brown, Davis, Mullins, Fox, Beasley

Nays: none

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

Absent during vote:

Absent during meeting:



Leeanne Regan, Clerk

Motion was made to come out of executive session by Councilmember Fox and seconded by Councilmember Beasley. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Vice Mayor Mullins, aye. Councilmember Fox, aye, Councilmember Davis, aye; Councilmember Beasley, aye.

Mayor Hoops stated the reason they went into executive session was for Award of Public Contract Involving the Expenditure of Public Funds, Personnel Matters and Contract Negotiation for the Sports Complex. He then read the resolution for Certification of Executive Session. On a roll call vote, Councilmember Catron, aye; Councilmember Brown, aye; Vice Mayor Mullins, aye; Councilmember Davis, aye; Councilmember Beasley, aye; Councilmember Fox, aye.

Mayor Hoops adjourned the executive session.

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

Present:

Absent:

Mayor Michael Hoops

Vice Mayor Terry Mullins

Councilmember Glenn Catron

Councilmember Chris Brown

Councilmember David Fox

Councilmember Emily Davis

Councilmember Joe Beasley

Staff present were: Town Attorney, Brad Pyott; Town Manager, Todd Day; Executive Assistant, Robin Brewster; Clerk/Treasurer, Leanne Regon; Zoning, Building, Property Official, Chris Hurley; Police Chief, David Mills; Recreation Director, Ben Rosado; Fire Chief, Jason Hodge.

CALL TO ORDER

Mayor Hoops called the meeting to order with the pledge of allegiance. Invocation by Manager Day.

SPECIAL PRESENTATION/REQUEST(S)

PARKING TICKETS DISCUSSION

Police Chief Mills stated that Code Enforcement Officer Woodard has been issuing parking tickets on Main Street. She is having multiple repeat offenders. There have been 116 parking tickets written for two hour parking violations. He has researched other localities and most do not issue summons when the tickets are not paid but ours clearly states that we can. He recommends instead of taking a summons, increase our fines. Raise the first ticket to \$25.00 then if they repeat the same day, increase that ticket to \$50.00. They could have 10 days to pay then we could issue a summons. Manager Day stated that there are repeat offenders that would just assume to pay the fine rather than move. However, the businesses on Main Street need the parking spaces. If parking is full, the businesses loose business. Manager Day would like Attorney Pyott to draft an ordinance change so council could review it at the next meeting. Chief Mills stated that there are some that are still not paying their fines but it has increased in the last couple of weeks. He has spoken with some of the repeat offenders and it has gotten some better. His recommendation is as follows: He recommends giving them 10 days to pay, not 24 hours. He recommends \$25.00 not \$10.00 and if it is the same day, repeat offenders second ticket should be

\$50.00. Attorney Pyott stated that we can take a summons, if it is not paid, would they like that left in there, it was answered yes.

AQUA PARK & POOL-CHANGE OF OPERATING HOURS

Recreation Director Ben Rosado stated that the pool had been opening at 10:00am. In the past we had offered swimming lessons from 10:00am-12:00pm. He stated that over the history of the pool since he has been here, not many come before 12:00pm. He proposes new hours of 12:00pm-5:20 pm, Monday through Friday and Saturday would be from 10:00am-6:00pm and Sunday would be from 1:00pm-6:00pm. He stated that concession would close 30 minutes earlier so they would have time to clean up. He also discussed night swim. He stated that night swims are very well attended so we will try to do more of those, he suggested Monday and Wednesday. Motion was made by Councilmember Brown to approve changes. Motion was seconded by Councilmember Fox. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Vice Mayor Mullins, aye; Councilmember Fox, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

Recreation Director, Ben Rosado stated that the kayak rentals will be for the same times and the Aqua Park will be the same hours for the weekend as well.

APPROVAL OF MINUTES

Motion was made by Councilmember Catron, seconded by Councilmember Brown to approve the minutes of March 9, 2021. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Vice Mayor Mullins, aye; Councilmember Fox, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

APPROVAL OF FINANCIAL STATEMENTS

Motion was made by Councilmember Brown, seconded by Councilmember Catron to approve the financial statements for March 2021. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Vice Mayor Mullins, aye; Councilmember Fox, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

PLANNING COMMISSION COMMITTEE

Councilmember Davis stated that the Planning Commission met and discussed a request from a land owner. The land owner asked if they were to sale a piece of property would we allow someone to put storage buildings on it. They decided to respond by giving them the code showing all requirements needed to proceed and if they choose to proceed, they would need to follow the necessary steps outlined in the code to make a formal request. They also discussed demolition of a house at 214 Deer Ridge Trail. Zoning, Building, Property Official, Chris Hurley stated that he will bring that before council at the next meeting. The group also discussed code changes that needed to be made. Specifically, regarding peddlers and itinerate merchants, rates and when to get their license.

AMERICAN RESCUE PLAN ACT

Manager Day stated that he received some information from a senator in upper Virginia. He stated that it was not official documentation but it seems like we may receive up to \$3.76 million dollars from the relief fund that President Biden has put together. He stated that we have been tracking our expenses during Covid. We will have to wait for official documents but it does look like something is in the works.

DONATION REQUEST FROM THE PROJECT GRADUATION

We have gotten a donation request from Tazewell High School project graduation. The request is for \$1,000.00. Motion was made by Councilmember Brown to approve their request. Motion was seconded by Vice Mayor Mullins. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Vice Mayor Mullins, aye; Councilmember Fox, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

CLEAN UP MONTH

The month of May is usually clean up month in the Town of Tazewell. Motion was made by Councilmember Fox to approve clean up month for the month of May. Motion was seconded by Councilmember Brown. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Vice Mayor Mullins, aye; Councilmember Fox, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

SET BUDGET PUBLIC HEARING FOR MAY 11, 2021 AT 7:15PM

Manager Day stated that our ad must go to the newspaper for advertisement April 23rd. We are waiting on Bob Laudenberg with VML VACO for his rate options. We can communicate by email when this is received. Motion was made by Councilmember Brown to approve setting a public hearing for May 11th at 7:15pm. Motion was seconded by Councilmember Catron. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Vice Mayor Mullins, aye; Councilmember Fox, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

PUBLIC COMMENT

None.

COUNCIL COMMENTS

Councilmember Brown stated that our public works department is doing a great job on road repair. He stated that Bill Weeks has asked him when we do the water line project, how are we going to reroute traffic. Manager Day stated that he was not sure yet.

Councilmember Beasley stated that he was approached about trash in town and said that the town guys have done a great job getting it cleaned up.

Councilmember Davis stated that the recycling center sign still has the old hours on it.

ADJOURNMENT

Motion to adjourn was made by Councilmember Fox and seconded by Councilmember Beasley. On vote, Councilmember Catron, aye; Councilmember Brown, aye; Vice Mayor Mullins, aye; Councilmember Fox, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

Meeting adjourned at 8:27pm.