

## **Council Meeting Minutes**

**October 17, 2023**

The Tazewell Town Council met in an executive session at 6:00 p.m. in the Town Hall Council Chambers.

Present:

Mayor Michael Hoops

Vice Mayor Glenn Catron

Councilmember Jonathan Hankins

Councilmember Zach Cline

Councilmember Emily Davis

Councilmember Joe Beasley

Absent:

Councilmember David Fox

Staff present were: Town Manager, Todd Day; Executive Assistant, Robin Brewster & Susan Reeves; Town Attorney, Brad Pyott; Clerk/Treasurer, Leanne Regon; Zoning & Property Maintenance Official, Chris Hurley.

### **EXECUTIVE SESSION**

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

**RESOLUTION**

Motion made by: Catron

Resolution Number: ES231017

Motion Seconded by: Cline

Meeting Date: 23 October 17

Vote: All voted Aye

Purpose: Personnel Matters

**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**

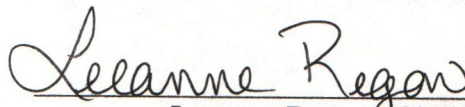
Ayes: Catron, Hankins, Cline, Davis, Beasley

Nays: none

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

Absent during vote: Fox

Absent during meeting: Fox

  
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Leanne Regan, Clerk

Motion was made by Vice Mayor Catron to come out of executive session. Motion was seconded by Councilmember Beasley. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

Mayor Hoops stated the reason they went into executive session was for Purpose: Personnel Matters. He then read the resolution for Certification of Executive Session. On vote, Vice Mayor

Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

**PUBLIC HEARING 7:15 PM**

**PUBLIC HEARING – JOINT PUBLIC HEARING (TOWN COUNCIL & PLANNING COMMISSION)-SPECIAL EXECPTION PERMIT (AIRBNB) LOCATED AT 138 CARLINE AVENUE, NORTH TAZEWELL, VA**

Mayor Hoops read the notice of public hearing and opened the floor for questions or comments, having none he closed the public hearing.

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

Present:

Mayor Michael Hoops

Vice Mayor Glenn Catron

Councilmember Jonathan Hankins

Councilmember Zach Cline

Councilmember Emily Davis

Councilmember Joe Beasley

Absent:

Councilmember David Fox

Staff present were: Town Manager, Todd Day; Town Attorney, Brad Pyott; Executive Assistant, Robin Brewster & Susan Reeves; Clerk/Treasurer, Leeanne Regon, Asst. Police Chief, Stanely Lampert; EMS Administrator, Syndee Saleem; Zoning & Property Maintenance Official, Chris Hurley.

**CALL TO ORDER**

Mayor Hoops called the meeting to order with the pledge of allegiance. Invocation by Pastor Nathan Thomas.

**GRANT APPLICATION UPDATE**

Amanda Killen gave an update on grant applications for various projects. She stated that Manager Day and Executive Assistant Reeves have been making videos of interview the town manager does with various people of the community and gets their opinions, feedback and answers questions they have about the sports complex. These videos have been posted on social media and received good feedback.

Ms. Killen stated that she has submitted an EDA grant and it has a ceiling of \$20 million. It will probably be a few months before we hear back from it. She is also working on the Arise grant. This grant has a \$10 million ceiling. She has prepared a concept paper and sent it to Tamara Holmes for review. Once returned she will submit it for the grant. If accepted we will be invited to apply for this grant. It is due by October 1<sup>st</sup>.

She also discussed the North Tazewell project. Appalachian Voices, who she works with is doing this project. She has invited Tazewell Today to be a part of this project. She stated that the North Tazewell residents wants the blight addressed and to see economic development in the area. DHCD has the grant application already and they should hear from them in about a month.

### **OLD BOLWING ALLEY UPDATE**

IEDA Member Cara Spivey came before council to give an update on the bowling alley. She stated that they submitted a grant to DEQ September 14<sup>th</sup>. It is being reviewed tomorrow. It is for \$50,000 for asbestos removal and inside demolition. If they have funds left over they will try to get a structural engineering report conducted to see what it will cost to keep the building standing. They are in the information gathering stage right now and discussing what it could be used for. Karen Weber with DEQ has been great to work with and she is great at her job.

### **FLOOD STUDY DISCUSSION**

Tazewell County Board of Supervisor Member, Aaron Gillespie, came to speak about the flood study they had done. He stated that the study looked at the entire county. There are some areas in North Tazewell that need attention. He specifically mentioned Blacksburg Street. He stated that they have suggestions on what to do. There are guidelines from the EPA and DEQ on what can be done because of the Clinch River. They have heard from residents on Blacksburg Street. One solution is to build retaining ponds but he is not sure there is enough property for that.

Tazewell County Administrator, Eric Young also spoke about the flood study. He stated that in 2020 there was a terrible flood in Richlands. Last year they got a grant to do this study. Other areas in the Town of Tazewell that showed concern was the 4 Way area, Dial Rock and Blacksburg Street. He stated that across from Blacksburg Street there is a 100-year-old mill dam that backs water up and floods. He discussed the possibility of removing the dam and keeping the business. There may be a grant to do a study on this dam. They are also looking to see if they could get permits to clean the streams. He also discussed concerns about our WWTP flooding inside. He stated that the manholes get flooded that it can cause sewer to mix with the flood water and create an unsanitary situation. There is a grant opportunity called the BRICK grant and it looks for ways to prevent flooding. The town had a study done this year on flooding. This grant is a 75/25 grant. He thinks that it is worth trying to apply for this grant. He has spoke to a funding agency and they may be able to get 0% financing for the 25% of the grant we would have to pay. He needs to know by November 15<sup>th</sup> if we are interested in the grant.

Manager Day stated that he heavily recommends that Mr. Young try for this grant. Councilmember Beasley asked if improving the manholes was a part of our other projects. Manager Day answered no it was not and this would be a great opportunity for that. Vice Mayor Catron and Councilmember Davis stated that they think Mr. Young should try for the grant. Councilmember Davis also asked if the other dam on Riverside Drive was discussed. Mr. Young

answered yes it was but there are mixed feelings about it. Manager Day stated that there is no drive right now to remove the dam at Farm Bureau. Mr. Young stated that he would like to meet with Farm Bureau. Mr. young also stated if anyone wanted to review the study it could be found at [TazewellCountyResiliency.com](http://TazewellCountyResiliency.com) and section seven is where the information would be.

Don Crigger of Crigger Repair asked to speak. He stated that his shop is right beside of Farm Bureau and had been there 36 years. He stated at times he will put a boat in the water and cut trees to clear the way. One gate is completely out and blocked off. Farm Bureau has tried to keep the dam cleaned. When he has cleaned the causeway, he has found a couch, a fold away bed, lawn furniture, mattress and box spring. When debris blocks, then little stuff starts to catch and blocks it up. If the dam backs up and floods Blacksburg Steet why does things below the dam flood too. Farm Bureau tries to keep stuff cleaned out. He believes that even if the dam comes out that it will still flood somewhere else. He discussed a four-foot wall in the back yards on Blacksburg Street and taking it up toward the rail road tracks to keep Blacksburg Street from flooding, but then the water will go somewhere else. Mayor Hoops asked if Farm Bureau still used the mill. It was answered no, it's not been used for years.

Clinton Bell the President of Farm Bureau also spoke. He stated that no one had contacted Farm Bureau. The people doing the study did not get permission to come on their property to do the study. They also said that the building was vacant and it isn't. He said they are there five days a week working. They are happy to talk to someone but they would just like to have some communication about it. Aaron Gillespie stated that the county did not intend for anyone to come on the property without permission or communication and he apologized. He also stated that he is glad to talk with them and discuss matters further.

### **APPROVAL OF MINUTES**

Motion was made by Vice Mayor Catron, seconded by Councilmember Davis to approve the minutes of September 12, 2023. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

### **APPROVAL OF FINANCIAL STATEMENTS**

Motion was made by Councilmember Beasley and seconded by Councilmember Hankins to approve the financial statements for September 2023. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

### **PLANNING COMMISSION COMMITTEE**

Councilmember Davis stated that Planning Commission met and discussed closing a portion of Orchard Street. It is on the agenda later tonight.

## **COYOTES DISCUSSION**

Manager Day stated that we have checked with other localities to see how they handle this issue. Martinsburg relies on their police officers to take action when necessary. Manager Day stated that we will have extra training for our officers if needed. He stated that this will be on the agenda at the November meeting.

## **SPORTS COMPLEX ESM CONTRACT DISCUSSION**

Manager Day stated that we have received a contract for the sports complex. He encourages discussion on the contract. He stated that John Wack will have a draft within the next few days. Councilmember Cline asked if he addressed any concerns when he seen the contract. Manager Day stated no not at this time. He is recommending to table this for tonight for further review and wait for a draft from Mr. Wack. He stated that Mr. Wack received the contract the same time we did. Vice Mayor Catron stated that it doesn't sound like we are ready for a vote tonight if the contract is going to be changed. Manager Day stated that in his experience, contracts will change up through the end. This contract will tell funding agencies that we are serious and we are all supportive of this project. Ms. Killen must submit the application for the grant by October 31<sup>st</sup>. Manager Day will speak with Mr. Wack and try to get his draft. Councilmember Hankins asked Ms. Killen if it would make it harder on her if they did not have this contract in place. She answered yes it would. She can present the MOU she has but it is an old one and out of date with the information that we have now. Mayor Hoops asked if they voted tonight and the contract changed tomorrow would their vote be null and void and it was answered yes, however, Ms. Killen would have unanimous vote on the contract to submit. Attorney Pyott stated that when it was drafted, it was understood that those numbers would change. What is in this document is what council was wanting. Councilmember Cline is concerned because he did not see wording about renegotiation. Attorney Pyott stated that this is just one piece of the puzzle. There will be many more pieces coming. It is expected to move and change. Manager Day stated that Mr. Wack is confident that we can make the debt service payment on \$5.5 million. We will wait to get the draft of the contract from Mr. Wack.

## **VDOT SMART SCALE -BULLDOG LANE & BEN BOLT AVENUE PROJECTS**

Years ago, it was presented to have a turn lane at Bulldog Lane. This was turned down. Now the standards have changed and VDOT is now recommending a round about for Bulldog Lane. They also mentioned upgrades at an intersection and sidewalks from Fincastle to Ben Bolt.

## **VDOT SGR PAVING (PRMIARY EXTENSION) DISCUSSION**

There are two routes that qualify for primary extension. In 2025 they will be looked at. Our paving projects have been pushed back to November. Fairground Road is on our paving list this year but it will be looked at in 2025 for primary extension. The thought is, can we keep patching and then get it paved for free in 2025. Manager Day will discuss this with staff and get their opinions.

## **COMMITTEE RECOMMENDATION PROCESS**

Council met prior to the meeting and discussed recommendations for vacant positions on various committees/boards within the Town.

## **I/EDA RECOMMENDATION FOR TWO VACANCIES**

Manager Day stated that there had been recommendations for Glen Keen and Alicia Bales to become IEDA members. Motion to approve was made by Vice Mayor Catron. Motion was seconded by Councilmember Hankins. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

## **PLANNING COMMISSION RECOMMENDATION FOR VACANCY**

Manager Day stated that there had been a recommendation for Gabrielle de Courcy to become a Planning Commission member. Motion to approve was made by Councilmember Hankins. Motion was seconded by Councilmember Davis. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

## **HISTORIC REVIEW BOARD VACANCY**

Manager Day stated that there had been a recommendation for Doug Sheets to become a Historic Review Board member. Motion to approve was made by Councilmember Beasley. Motion was seconded by Councilmember Davis. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

## **COMMUNITY LITTER PICKUP DAYS**

Executive Assistant Reeves stated that we have set community litter pick up days of October 21<sup>st</sup>, October 28<sup>th</sup>, and November 4<sup>th</sup>. It will be from 8:00am until 12:00pm. The areas of the litter pick up will be Fairground Road, Riverside Drive and Fincastle Turnpike.

## **RENEW CAFETERIA PLAN & RESOLUTION**

Executive Assistant Reeves stated that this is for employees pretax. It is voted on every year. Motion to approve the cafeteria plan was made by Councilmember Beasley. Motion was seconded by Vice Mayor Catron. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

Mayor Hoops read the resolution. Motion to approve the resolution was made by Councilmember Davis. Motion was seconded by Vice Mayor Catron. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

**APPROVE SPECIAL EXCEPTION PERMIT (AIRBNB) LOCATED AT 138 CARLINE AVENUE, NORTH TAZEWELL, VA**

Motion was made by Councilmember Davis to approve the special exception permit. Motion was seconded by Councilmember Beasley. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

**SET PUBLIC HEARING FOR REQUEST TO PARTIALLY CLOSE THE ORCHARD STREET ALLEY FOR TUESDAY, NOVEMBER 14<sup>TH</sup>, 2023 AT 7:15PM**

Zoning & Property Maintenance Official, Chris Hurley stated that in the council packet is information and maps of the street and houses on Orchard Street. The Wilson's own properties on both sides. We could sell them the marked area at fair market value. We will maintain a right of way. Motion to set public hearing was made by Vice Mayor Catron and seconded by Councilmember Beasley. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

**EVENT ROI DISCUSSION**

Clerk/Treasurer Regon stated that she had asked the restaurant owners on Main Street to take a brief survey. Five restaurants replied to her. They were asked their favorite events and the most popular answers were Main Street Moments and Oktobrewfest. On average the restaurants made a combined total of \$5,300 more when Oktobrewfest was held versus a regular weekend.

IEDA Member Cara Spivey stated that the Promotion Committee with Tazewell Today holds meetings and many of the restaurant owners participate. They are working on ideas to come up with events for next year that they don't have to close down the street for.

**MISCELLANEOUS**

Amanda Killen asked if she could say one more thing about the sports complex. She stated that what sets us apart for the sports complex is that we are already past doing studies, as where others are just getting started. Councilmember Davis asked Ms. Killen if she needed a signed contract. Ms. Killen stated yes, it will go a long way with the funders.

Manager Day stated that November will be Executive Assistant Brewster's last meeting with us. She has been here almost 33 years. Executive Assistant Brewster stated that new Executive Assistant Reeves has made it so easy to pass along her duties and stated she was doing a great job.

**PUBLIC COMMENT**

None.



## **COUNCIL COMMENTS**

Councilmember Beasley stated that a lot of what brings predators in town is people not following the garbage rules. The Town Code states that garbage should be tied up and placed in a can with a lid on it. A lot of people just tie their bags and place them by the road. If they would follow the rules and be aware when setting trash out it may cut down on some of the trouble we are having.

## **ADJOURNMENT**

Councilmember Davis made a motion to adjourn. Motion was seconded by Vice Mayor Catron. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

Meeting adjourned at 9:35pm.

## Council Meeting Minutes

October 24, 2023

The Tazewell Town Council & IEDA met in a special called executive session at 4:30 p.m. in the Town Hall Council Chambers.

Present:

Mayor Michael Hoops

Vice Mayor Glenn Catron

Councilmember Jonathan Hankins

Councilmember Zach Cline

Councilmember David Fox

Councilmember Joe Beasley

Councilmember Emily Davis

IEDA Member Cara Spivey

IEDA Member Chris Wearmouth

IEDA Member Glenn Keen

IEDA Member Alicia Bales

Staff present were: Town Manager, Todd Day; Town Attorney, Robin Brewster; Clerk/Treasurer, Leanne Regon, IEDA Secretary, Sabrina Schooley

Mayor Hoops called the meeting to order. He welcomed everyone and thanked them for coming. He stated that he wanted to speak with Mr. Jay Shott about a project that he has in mind and he would like us to have a good collaboration.

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

Motion was made by IEDA Member Keen to go into executive session. Motion was seconded by IEDA Member Spivey. On vote, IEDA Member Spivey, aye; IEDA Member Bales, aye; IEDA Member Keen, aye; IEDA Member Wearmouth, aye.

**RESOLUTION**

Motion made by: Catron

Resolution Number: ES231024

Motion Seconded by: Hankins

Meeting Date: 23 October 24

Vote: All voted Aye

Purpose: Prospective Business and  
Business Retention

**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**

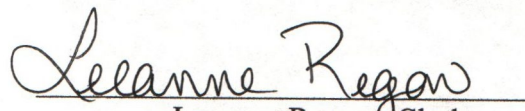
Ayes: Catron, Hankins, Cline, Davis, Beasley, Fox

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 Regon, Clerk

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

Mayor Hoops stated the reason they went into executive session was for prospective business and business retention. He then read the resolution for Certification of Executive Session. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Davis, aye; Councilmember Fox, aye; Councilmember Beasley, aye.

IEDA Member Keen made a motion to come out of executive session. Motion was seconded by IEDA member Bales. On vote, IEDA Member Spivey, aye; IEDA Member Bales, aye; IEDA Member Keen, aye; IEDA Member Wearmouth, aye.

IEDA Member Spivey then read the resolution for Certification of Executive Session. On vote IEDA Member Spivey, aye; IEDA Member Bales, aye; IEDA Member Keen, aye; IEDA Member Wearmouth, aye.

#### **ADJOURNMENT**

Mayor Hoops adjourned the meeting adjourned at 6:10pm.