

Council Meeting Minutes

December 12, 2023

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 Glenn Catron

Councilmember Jonathan Hankins

Councilmember Zach Cline

Councilmember David Fox

Councilmember Emily Davis

Councilmember Joe Beasley

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

CALL TO ORDER

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

AUDIT PRESENTATION FROM ROBINSON, FARMER, COX ASSOCIATES

Corbin Stone with Robinson, Farmer, Cox Associates came to present the FY 23 audit. He stated that this was a very good audit. They gave us an unmodified opinion. He said the books are in very good order. In 2023 the general fund balance was \$4,061,868. In 2013 it was \$99,748. The ARPA funds are not included in the fund balance but they would be next year. The fund balance has improved and grown over the last few years. He discussed the new GASB rules coming up. He is very pleased where we are now. Council thanked him and Mr. Stone stated that if they had any questions at any time to please reach out to him he would be glad to discuss.

SWCC FESTIVAL OF THE ARTS DONATION REQUEST

Manager Day stated that we had received a donation request from SWCC Festival of the Arts. Councilmember Davis made a motion to approve a \$500 donation. Motion was seconded by Councilmember Fox. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye;

Councilmember Cline, aye; Councilmember Fox, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

APPROVAL OF MINUTES

Motion was made by Vice Mayor, Catron, seconded by Councilmember Davis to approve the minutes of November 14, 2023 and December 7, 2023. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Fox, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

APPROVAL OF FINANCIAL STATEMENTS

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

PLANNING COMMISSION COMMITTEE

Councilmember Davis stated that they did not meet for the month of December.

DEPARTMENT UPDATES -TREASURER

Treasurer Regon gave an update on the treasurer department. She provided in the council packet a listing of account balances for each of the bank accounts and LGIP accounts in Richmond. She stated that the LGIP accounts earn a lot of interest and have been beneficial for the Town. She also provided a report from our Accounts Payable Department that showed the Town had a \$0 for our accounts payable. Then she gave an update on tax season for 2023. For real estate taxes we have an 85% collection rate as of December 6th. For personal property taxes we have an 81% collection rate as of December 6th.

SECOND READING- ORDINANCE AMENDMENT TO ADDRESS COYOTES

Motion was made to waive the second reading by Councilmember Davis. Motion was seconded by Councilmember Beasley. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Fox, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

Motion was made by Vice Mayor Catron to approve the amendment to the ordinance. Motion was seconded by Councilmember Beasley. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Fox, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

BUDGET AMENDMENTS

Treasurer Regon presented budget amendments to the council. She stated that this is just to get line items back in line and reallocate funds within the budget. She asked if they had any questions or would like her to go over any of them. Motion to approve was made by Vice Mayor Catron. Motion was seconded by Councilmember Beasley. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Fox, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

PUBLIC COMMENT

Donnie Buchanan of 399 Adams Street came before council to thank Manager Day for his service. He stated that he was on the board when Manager Day was hired. There were 11 applications and they interviewed three. There have been a lot of financial changes for the good. Great things happened after he came to the Town. Main Street has grown and is doing well. Mr. Buchanan stated that he really enjoyed working with Manager Day and he is lucky to call him a friend.

Danny Willis of Riverside Drive came before council to ask about the BOTD donation request. It was answered that the topic was tabled at their request. He then stated that he too was on the committee to hire Manager Day. He had a representative that talked to him and then he met Manager Day and was impressed. He was the best man for the job. The Town's finances were in bad shape and he has straightened it out.

COUNCIL COMMENTS

Mayor Hoops stated that Manager Day was the manager when he came here. He has learned so much from him. They haven't always agreed but they left the room shaking hands. He would like to say thank you for being a friend and a mentor.

Vice Mayor Catron stated that it has been an honor and privilege to serve with Manager Day. He has put his heart and soul into his job and he appreciates everything that was accomplished during his time.

Councilmember Hankins thanked Manager Day and stated that he had only been on council for a short time but he thanked him for all he has done.

Councilmember Cline stated that he and Manager Day first worked together on the IEDA. He thanked him for everything he has done and always doing his due diligence.

Councilmember Fox stated that he and Manager Day have butted heads sometimes but they always worked it out. He appreciates him being the type of manager that would get out and talk

with the people. He appreciates the way that when the Town needed something he always tried to find a way to get it. He appreciates him and welcomed him to come visit anytime.

Councilmember Davis stated that she appreciates everything the Manager Day has done for the Town. We are in much better financial shape. She appreciates his seriousness that he shows.

Councilmember Beasley stated that he also first worked with Manger Day on the IEDA. He thanked Manager Day for teaching him all that he has and thanked him for his vision and that he really appreciates all he has done.

Mayor Hoops stated that this would be Manager Day's last meeting with us as he has accepted a position elsewhere. He then presented him with a watch for his years of service. Everyone wished him well and thanked him again.

Councilmember Hankins wanted to thank Interim Chief of Police Lampert for the invitation to participate in the shop with a cop event. He stated that it went very well. Interim Chief of Police Lampert stated that he would like to thank EMS Administrator Saleem for her department's donation to the shop with a cop. He stated that each child had about \$300 to spend and after they had divided out funds, they had 10 more children show up. There was a gentleman that took care of those children so they would be able to participate and he really appreciated that. Councilmember Fox stated that Interim Chief of Police Lampert has done a great job and stated that he needed to be chief. He knows people in this town, he knows the law, and he would be great at it.

Manager Day stated that it had been a great journey of 11 years. There were lots of accomplishments made, he has an amazing staff and said the morale of the staff had been great. He said change can be a good thing, it may be hard to go through but it can be good. He said it was just time for him to move on, but he has really enjoyed it here.

Attorney Pyott stated that he has been doing this for 32 years and he has been here through five town manager changes. There are big shoes to fill, he encouraged council to choose wisely and stated that Manager Day was the most proactive manager.

ADJOURNMENT

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

Meeting adjourned at 8:15pm.

Mayor Hoops reconvened the meeting. Motion was made by Vice Mayor Catron to go back into executive session regarding the remaining topics on the executive session agenda which were not discussed due to running out of time before the meeting began. Motion was seconded by Councilmember Beasley. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Fox, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

Motion to come out of executive session 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 Fox, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

RESOLUTION

Motion made by: Catron

Resolution Number: ES231114

Motion Seconded by: Cline

Meeting Date: 23 November 14

Vote: All voted Aye

Purpose: Personnel Matters,
Prospective Business, Award of
Public Contract

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

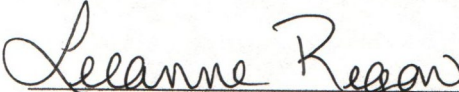
Ayes: Catron, Hankins, Cline, Fox, Davis, Beasley

Nays: none

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

Absent during vote:

Absent during meeting:



Leeanne Regan, Clerk

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

Mayor Hoops stated the reason they went into executive session was for Purpose: Personnel Matters, Prospective Business and Award of Public Contract. He then read the resolution for Certification of Executive Session. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Fox, aye, Councilmember Davis, aye; Councilmember Beasley, aye.

Council Meeting Minutes

December 7, 2023

The Tazewell Town Council met in a special called executive session at 5:00 p.m. in the Town Hall Council Chambers.

Present:

Absent:

Mayor Michael Hoops

Vice Mayor Glenn Catron

Councilmember Jonathan Hankins

Councilmember Zach Cline

Councilmember David Fox

Councilmember Emily Davis

Councilmember Joe Beasley

Staff present were: Executive Assistant, Susan Reeves; Clerk/Treasurer, Leeanne Regon; Town Attorney, Brad Pyott

Mayor Hoops called the meeting to order.

EXECUTIVE SESSION

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

RESOLUTION

Motion made by: Hankins

Resolution Number: ES231207

Motion Seconded by: Davis

Meeting Date: 23 December 07

Vote: All voted Aye

Purpose: Personnel Matters (Town
Manager Resignation)

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

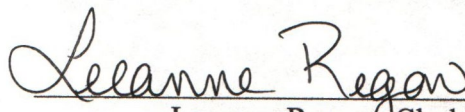
Ayes: Catron, Hankins, Cline, Fox, Davis, Beasley

Nays: none

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

Absent during vote:

Absent during meeting:



Leeanne Regan, 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 Fox, 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 Fox, aye, Councilmember Davis, aye; Councilmember Beasley, aye.

Motion was made by Councilmember Davis to proceed with the job posting for the town manager position. Motion was seconded by Vice Mayor Catron. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Fox, aye, Councilmember Davis, aye; Councilmember Beasley, aye.

Motion was made by Councilmember Davis to utilize the Berkley Group recruitment firm to help find a town manager. Motion was seconded by Councilmember Beasley. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Fox, aye, Councilmember Davis, aye; Councilmember Beasley, aye.

ADJOURNMENT

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

Meeting adjourned at 5:50pm.

Council Meeting Minutes

December 19, 2023

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

Present:

Absent:

Mayor Michael Hoops

Vice Mayor Glenn Catron

Councilmember Jonathan Hankins

Councilmember Zach Cline

Councilmember David Fox

Councilmember Emily Davis

Councilmember Joe Beasley

Staff present were: Executive Assistant, Susan Reeves; Clerk/Treasurer, Leeanne Regon; Town Attorney, Brad Pyott

Mayor Hoops called the meeting to order.

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 Fox, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

RESOLUTION

Motion made by: Catron

Resolution Number: ES231219

Motion Seconded by: Cline

Meeting Date: 23 December 19

Vote: All voted Aye

Purpose: Personnel Matters & Real Property

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

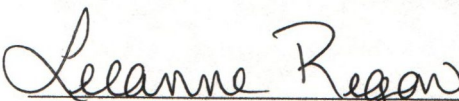
Ayes: Catron, Hankins, Cline, Fox, Davis, Beasley

Nays: none

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

Absent during vote:

Absent during meeting:



Leeanne Regan, Clerk

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

Mayor Hoops stated the reason they went into executive session was for Purpose: Personnel Matters & Real Property. He then read the resolution for Certification of Executive Session. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Fox, aye, Councilmember Davis, aye; Councilmember Beasley, aye.

Motion was made by Vice Mayor Catron to utilize the Berkley Group as our interim manager and also to help hire a town manager. Motion was seconded by Councilmember Cline. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Fox, nay, Councilmember Davis, aye; Councilmember Beasley, aye.

Councilmember Davis stated that the mayor and council will be available to help with information and complaints.

Motion was made by Councilmember Beasley to appoint Councilmember Hankins and Joe Johnson to the Board of Building Code of Appeals. Motion was seconded by Councilmember Davis. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Fox, aye, Councilmember Davis, aye; Councilmember Beasley, aye.

Motion was made by Councilmember Davis to appoint Dean Johnson to the Board of Zoning Appeals. Motion was seconded by Vice Mayor Catron. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Fox, aye, Councilmember Davis, aye; Councilmember Beasley, aye.

Motion was made by Councilmember Hankins to appoint Bethany Karnes and reappoint Councilmember Beasley and Nate Thomas to the Historic Review Board. Motion was seconded by Councilmember Cline. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Fox, aye, Councilmember Davis, aye; Councilmember Beasley, aye.

Motion was made by Councilmember Cline to reappoint Justin Takach to a four-year term on the IEDA. Motion was seconded by Councilmember Beasley. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Fox, aye, Councilmember Davis, aye; Councilmember Beasley, aye.

It was stated that the selection for the Chief of Police would be placed on hold. We will wait until a new town manager is hired and let them hire a chief.

ADJOURNMENT

Councilmember Beasley 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 Fox, aye; Councilmember Davis, aye; Councilmember Beasley, aye.

Meeting adjourned at 7:38pm.

Council Meeting Minutes

December 28, 2023

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

Present:

Vice Mayor Glenn Catron

Councilmember Jonathan Hankins

Councilmember Zach Cline

Councilmember David Fox

Councilmember Emily Davis

Councilmember Joe Beasley

Absent:

Mayor Michael Hoops

Staff present were: Executive Assistant, Susan Reeves; Clerk/Treasurer, Leeanne Regon; Town Attorney, Brad Pyott

Vice Mayor Catron called the meeting to order.

EXECUTIVE SESSION

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

RESOLUTION

Motion made by: Beasley

Resolution Number: ES231228

Motion Seconded by: Cline

Meeting Date: 23 December 28

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

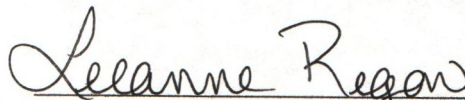
Ayes: Catron, Hankins, Cline, Fox, Davis, Beasley

Nays: none

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

Absent during vote:

Absent during meeting:



Leeanne Regon, Clerk

Motion was made by Councilmember Hankins 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 Fox, aye, Councilmember Davis, aye; Councilmember Beasley, aye.

Vice Mayor Catron stated the reason they went into executive session was for 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 Fox, aye, Councilmember Davis, aye; Councilmember Beasley, aye.

Councilmember Beasley made a motion to rescind the motion made on December 19th to use the Berkley Group for the interim manager and to rescind the motion to use the Berkley Group services to hire a new town manager. Motion was seconded by Councilmember Cline.

Councilmember Fox asked if they were still using the Berkley Group. Councilmember Davis stated that they wanted to make sure that they have done everything they needed to do, with respect to procurement, etc.

On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Fox, aye, Councilmember Davis, aye; Councilmember Beasley, aye.

Councilmember Fox made a motion to name Clerk/Treasurer Regon as interim manager. Councilmember Davis seconded the motion. Councilmember Hankins stated that Mrs. Regon had proven her loyalty to the Town and she has the education requirements and leadership required for the position. Councilmember Fox stated that she has done a fine job. Councilmember Cline stated that he had an opportunity to speak with her today and he liked her answers to the questions that he asked and thinks that she will do a great job. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Fox, aye, Councilmember Davis, aye; Councilmember Beasley, aye.

Councilmember Davis made a motion to proceed with procurement process in regards to using an employment placement service to find a new town manager with a deadline of January 22, 2024 for procurement. Motion was seconded by Councilmember Cline. On vote, Vice Mayor Catron, aye; Councilmember Hankins, aye; Councilmember Cline, aye; Councilmember Fox, aye, Councilmember Davis, aye; Councilmember Beasley, aye.

ADJOURNMENT

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

Meeting adjourned at 7:36pm.