

Minutes- December 16, 2019
Town of Pennington Gap
Council Meeting

Record of Attendance:

6:00 PM

Mayor: Larry W. Holbrook
Council: Jill Carson
Gary McElyea
Jeff Martin
Terry K. Pope
Jimmy Warner

Town Manager: Keith Harless
Assistant Town Manager: Brian Skidmore
Town Treasurer: Tina Rowe
Town Attorney: Greg Edwards
Town Clerk: Karen Maggard
Powell Valley News: Rick Watson

Citizens: None

1. Call to order: Mayor Larry Holbrook called the meeting to order at 6:03 PM.
2. Invocation given by Tina Rowe.
3. Tina led the Pledge of Allegiance.
4. Jeff Martin made a motion to approve the agenda. Larry Holbrook seconded the Motion.
Vote as follows:

Mayor Larry Holbrook	Aye
Jill Carson	Aye
Gary McElyea	Aye
Jeff Martin	Aye
Terry Pope	Aye
Jimmy Warner	Aye

5. Gary McElyea made a Motion to approve the minutes from November 18, 2019. Jeff Martin seconded the Motion. Vote as follows:

Mayor Larry Holbrook	Aye
Jill Carson	Aye
Gary McElyea	Aye
Jeff Martin	Aye
Terry Pope	Aye
Jimmy Warner	Aye

6. Approval of the bills tabled until after closed session.

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7. Citizens' Recognition
8. Unfinished Business-Keith recommended an outdoor monitor instead of the LED screen with a bid of \$3,500, the grant pays \$3K and the balance can come from another source he has. Terry Pope made the Motion to purchase the outdoor monitor, Larry Holbrook seconded the Motion. Vote as follows:

Mayor Larry Holbrook	Aye
Jill Carson	Aye
Gary McElyea	Aye
Jeff Martin	Aye
Terry Pope	Aye
Jimmy Warner	Aye
9. New Business-none
10. Monthly Reports-Water, Sewer, Treasurer, Public Works, Police Dept., Fire Dept., Lee Theatre (written Reports in Council packets).
11. Water Plant & Distribution System/Sewer Plant & Collection System/Engineering Projects-Keith reported no changes from last month, Jeff could not attend.
12. Administrative Reports and Council Action – Mayor Larry Holbrook/Keith Harless/Tina Rowe
 - A. Treasurer's Report – Tina reported the budget at 42% complete with a need for a budget amendment soon to take into account 2018 tax collections, credit card rebate and advertising expense. All within the 1%, so not advertisement necessary. She has been contacted by insurance agents offering life insurance through payroll deduction for employee participation. This was tabled until more information is gained.
 - B. Assistant Town Manager, Brian Skidmore – Fire department has received the new truck and it has been on 3 calls and very beneficial. Air bottles expire soon and need replaced for the entire department at a cost of \$46,088. He has looked at the budget and the department funds and would like to start the order process for these. Jeff Martin made the Motion to purchase the air bottles, Gary McElyea seconded the Motion. Vote as follows:

Mayor Larry Holbrook	Aye
Jill Carson	Aye
Gary McElyea	Aye
Jeff Martin	Aye
Terry Pope	Aye
Jimmy Warner	Aye
 - C. Town Manager, Keith Harless went over his report in the packet. The application for the ARC grant is coming due. Lenowisco and Doug Jackson are working on it. A

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grant for \$40K is available to study the water plant needs. The only proposal received was from Mattern & Craig. Jeff Martin made the Motion to proceed with M&C.

Jimmy Warner seconded the Motion. Vote as follows:

Mayor Larry Holbrook	Aye
Jill Carson	Aye
Gary McElyea	Aye
Jeff Martin	Aye
Terry Pope	Aye
Jimmy Warner	Aye

The Vocational School is interested in helping with the Artisan Center updates and this will be beneficial as a co-op on grant funding.

Town Hall (old location on Constitution) has been surveyed and should take bids in January.

Funds from the Cool and Connected grant can be used for overhead projectors at the community center. Terry Pope made a Motion to install these projectors, Jeff Martin seconded the Motion. . Vote as follows:

Mayor Larry Holbrook	Aye
Jill Carson	Aye
Gary McElyea	Aye
Jeff Martin	Aye
Terry Pope	Aye
Jimmy Warner	Aye

13. Attorney, Greg Edwards: Greg would like to set some dates in January for a meeting with Keith and Jill on the town code updates. Still going through a list of homes in town that need
14. Council Member Reports –

Jimmy Warner spoke of great participation and audience at the Christmas parade.

Jill Carson also commented of how proud she is of the event. Also, Governor Northam will present his proposed budget to the GA on 12/17. His open meeting to talk about the budget will be January 2, 2020, the closest meeting site will be Blacksburg. She would like to hear what is planned. Also, after asking VML to pay more attention to SWVA, they have now decided to make a touring visit possibly in August. She would like to start thinking of the hosting plan to showcase Lee County and have the regional supper at that time.

Terry Pope reported that Chris Rowe has been appointed to the Spearhead Trails board and we can possibly be more informed through him. There is a possibility of expanding the Stone Mountain trail to the west.

Our Charter has not had an update since 1986, we may need to look at that.

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Also, with recent events blocking the west end of town traffic, what are options for emergency passage? We need to check on a few older streets that used to reach the hospital area for this reason. Also, he would like everyone to read the latest Town and City publication from VML on page 18, *Power of Downtowns*.

Keith reported that no business is interested in New Year's Eve sales at the park, however a local church would like to be there to provide hot chocolate.

15. At 7:00 PM, Terry Pope made a Motion to go into Closed Session pursuant to Virginia Code Section 2.2-3711A1 for assignment, appointment, promotion, salaries, disciplining, or resignation of employees.
Virginia Code Section 2.2-3711A3 for discussion of acquisition of real property for a public purpose.
Virginia Code Section 2.2-3711A6 for discussion of the investment of public funds.
Virginia Code Section 2.2-3711A7 for consultation with legal counsel.
Gary McElyea seconded the Motion with vote as follows:

Mayor Larry Holbrook	Aye
Jill Carson	Aye
Gary McElyea	Aye
Jeff Martin	Aye
Terry Pope	Aye
Jimmy Warner	Aye

At 8:14PM, Terry Pope made a Motion to reconvene regular session and certify that nothing was discussed during closed session other than the issues stated. Larry Holbrook seconded the Motion. Certification as follows:

Mayor Larry Holbrook	Aye
Jill Carson	Aye
Gary McElyea	Aye
Jeff Martin	Aye
Terry Pope	Aye
Jimmy Warner	Aye

16. Council Action-

Terry Pope made a motion to approve the bills for payment except for the CPA until Tina discusses and deems it acceptable. Gary McElyea seconded the Motion. Vote as follows:

Mayor Larry Holbrook	Aye
Jill Carson	Aye
Gary McElyea	Aye
Jeff Martin	Aye
Terry Pope	Aye
Jimmy Warner	Aye

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Gary McElyea made a Motion to move Alberto Sandoval from seasonal worker to full time Crewman II. Jimmy Warner seconded the Motion. Vote as follows:

Mayor Larry Holbrook	Aye
Jill Carson	Aye
Gary McElyea	Aye
Jeff Martin	Aye
Terry Pope	Aye
Jimmy Warner	Aye

17. Terry Pope made a Motion to adjourn the meeting, Larry Holbrook seconded the Motion. Vote as follows:

Mayor Larry Holbrook	Aye
Jill Carson	Aye
Gary McElyea	Aye
Jeff Martin	Aye
Terry Pope	Aye
Jimmy Warner	Aye

Time of adjournment: 8:15 PM



MAYOR LARRY W. HOLBROOK

ATTEST:



KAREN MAGGARD, TOWN CLERK

CERTIFICATION OF CLOSED SESSION

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

WHEREAS, 2.2-3711 of the Code of Virginia requires a certification by this Council of the Town of Pennington Gap, Virginia that such closed session was conducted in conformity with Virginia law;

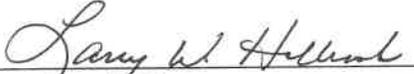
NOW, THEREFORE, BE IT RESOLVED that the Council of the Town of Pennington Gap, Virginia hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in closed session to which this certification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

VOTE:

AYES: Mayor Larry W. Holbrook
 Jill Carson
 Gary McElyea
 Terry K. Pope
 Jeff Martin
 Jimmy Warner

NAYS: (for each Nay vote the substance of the departure from the requirements of the Act should be described)

ABSENT DURING VOTE:
ABSENT DURING CLOSED SESSION:
MEETING DATE: December 16, 2019



MAYOR LARRY W. HOLBROOK