

The Richlands Town Council held a regular monthly meeting in the Richlands Council Chambers on August 13, 2019 at 7:30pm with the following present:

Mayor:	Paul Crawford
Town Manager:	Tim Taylor
Town Clerk:	Connie Allen
Council Members:	Richard Brown, Vickie England, Rod Cury, Mary Ann Strong, Rick Wood, Doug Ratliff
Town Attorney :	Shannon Cooke

Mayor Crawford opened the meeting.

Kevin Blankenship gave the invocation and led the Pledge of Allegiance.

Mayor Crawford – Do we have any additions/deletions/corrections to the agenda?

Richard - Please add to Section XI– Discuss the kayaking launch at McDonalds.

Rod - Under XVI, Item 4 (a) DHCH should be DHCD.

Mayor Crawford – Do we have a motion to approve the agenda as amended? Rod made the motion to approve the agenda as amended, Vickie seconded the motion.

Mayor Crawford- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries - 6/0.

Mayor Crawford – We have one (1) set of minutes, Regular Council Meeting, July 9, are there any corrections, additions or deletions to the minutes?

Mayor Crawford - Do I have a motion to approve the minutes as presented?

Mary Ann - I make a motion to approve the minutes as presented, Richard seconded the motion.

Mayor Crawford- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries - 6/0.

Mayor Crawford – Consideration of Resolution R-2019-08-01: Honoring and Commending the 2019 Richlands Lady Blues Softball Team. (Read the Resolution) Team came upfront to accept the Resolution.

Mary Ann – I just want to say this is just a start with these amazing girls. This Sunday at 2:00pm at the Community Room inside of the Richlands Police Department we will have a Celebration Banquet in honor of the girls. If you are interested in attending and are not on the guest list, let Coach Davis or myself know that you are coming ASAP.

Mayor Crawford - Consideration of Resolution for designation of the "Dr. J.A. Robinson Field" in the Lake Park Community.

Mary Ann - I make the motion to adopt the Resolution to honor the family of the late Dr. J.A. Robinson, "Dr. J.A. Robinson Field". Rod seconded the motion.

Mayor Crawford- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries - 6/0.

Mary Ann - Before the Resolution is read would the Robinson Family please come forward.

Mayor Crawford - The Town Attorney is going to read the Resolution.

Shannon – “Read the Resolution” - Robinson Family came up front to accept the Resolution.

Dr. Robinson’s Family Members - We want you to know that our dad loved the Town of Richlands and the people in the Town. We thank you very much.

Mary Ann - I would like to thank Connie Allen; she was a tremendous help today with the ribbon cutting and had a very nice reception at the Town Hall after the ceremony.

Mayor Crawford - Recognize EMS Employee Recipients – Gordon Russ

Gordon - We had three (3) nominees last year and we have two (2) this year. Scott McCormack – Outstanding EMS Prehospital Education Regional Award presented by SW VA EMS Council. At this time, I would like to present the award to Scott.

Gordon - Chris Horne – Nurse with Outstanding Contributions to EMS Regional Award presented by SW VA EMS Council - Chris could not be with us tonight. These two (2) gentlemen will go to the Governors Banquet in November. John Taylor was a nominee; he was at the ceremony and received the awards on behalf of the employees.

Mayor Crawford – “Scheduled Public Comments” – No Scheduled Public Comments

Mayor Crawford – “Unscheduled Public Comments” – No Unscheduled Public Comments

Mayor Crawford – Items to Be Considered and Addressed by Council:

Grayson Avenue drainage problems - This is an area that Rick, and I looked at in January, we asked the Town Manager to see what it would take to get it fixed, he assured us it would be taken care of as soon as the weather was good to do concrete work. The weather has been good for several months but still has not been completed. I am asking for someone to consider a motion directing the Town Manager to get this work done before our next Council meeting. Would anyone offer that motion?

Richard - I make the motion for the work to be complete by next Council Meeting.

Mayor Crawford - I have a motion do I have a second? Motion dies due to lack of second.

Mayor Crawford – Sidewalk in front of the Tazewell County Mercantile - We have a new business that has been there for some time. The sidewalk is cracked in front of the business; it is busted and needs a lot of repair. The blue and white building down the street where there is no business has a brand-new sidewalk. I would entertain a motion to direct the Town Manager to repair the sidewalk before the next Council meeting. Do I hear a motion?

Richard - I make the motion to have the sidewalk in front of Tazewell County Mercantile fixed before the next Council Meeting. Vickie seconded the motion.

Mayor Crawford- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Rod – No, Vickie-Yes, Mary Ann-Yes, Richard-Yes (Doug and Rick abstained) Motion carries – 3/1/2 – abstained.

Mayor Crawford – Brush under the Culvert Bridge in Hill Creek- We have talked about this for several months, this needs to be cut or trimmed back. Rusty’s guys feel they can do the work, I would entertain a motion that we get this done before our next Council meeting.

Tim - We have already taken care of that.

Mayor Crawford - I was down there today it has not been done.

Tim - Give me some time to discuss with you.

Mayor Crawford - We will table that motion for now.

Mayor Crawford - Next is the launch at McDonalds, a launch for kayaking.

Richard -- Sometime last year McDonalds was approached by Rick Barton and Larry Johnson. They came to an agreement that McDonalds would build the patio deck. It was taken in front of the Council after completion of the patio; I think Mr. Taylor told them there was a motion made and approval by Council for the Town to build the steps and launch pad. There is some confusion, Mr. McGlothlin thought it was part of the river walk side, but the river walk is going to be on the other side. McDonalds spent approx. \$5000 on the patio. We need to get our part done.

Tim - We can't do a boat launch, only thing we could probably do is steps, the trail also goes right to the launch.

Richard - It has not been usable for over a year, they just want to make sure it gets done.

Tim - We will try to get to it, and I will put it on the list.

Richard - Was it made in a motion?

Tim - Yes, you have already voted on that.

Rick - Hunter Johnson told them he would help. I don't know what the Town agreed to and what they didn't. It is so steep there they will have to go down underneath the bridge. It was put in the wrong place.

Richard - I assume Mr. Barton and Mr. Johnson met with the contractors to decide where to build. I don't know anything about it. I do know McDonalds spent a lot of money and it is not being used. I floated with my family last week; there is no get off point from Critterville to the Richlands Mall. If we agreed I think we should do what it takes to get that completed.

Rick - I am good with it.

Tim - I think we can put some usable steps.

Mayor Crawford - We have an opening on the Richlands IDA, consideration of Aaron McGlothlin for appointment to the Richlands IDA. He has agreed to serve in the position. I would like for someone to make a motion to appoint Aaron McGlothlin to the Richlands IDA.

Rick - I make a motion to appoint Aaron McGlothlin to the Richlands IDA. Rod seconded the motion.

Mayor Crawford - We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries - 6/0.

Mayor Crawford - Consideration of Appointment for Vacant Recreation Commission Member.

Mary Ann - The Rec Commission met, and we would like to nominate Mr. Cory Whited of Richlands to fill the vacant spot on The Rec Commission.

Mary Ann - I would like to make the motion to appoint Mr. Cory Whited to the Rec Commission. Vickie seconded the motion.

Mayor Crawford- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries - 6/0.

Mary Ann – Mayor, can you give Cory a couple of minutes to speak to the Council.

Cory – It is an honor to be here tonight, I want to sincerely thank each member of Council for your vote and support for my nomination to the Rec Commission. I would especially like to thank Ms. Strong and the Rec Commission for having the confidence in me to fill the vacancy. I am truly humble and grateful for each of you allowing me this opportunity to serve our wonderful and amazing community. I am truly blessed to have the ability to serve my community that has given me so much opportunity and I love dearly. I have always lived by one motto in my life, service to others before self and I strive to maintain that. Before I close, I know many of you do not hear this often, but I would like to thank all members of Council, Mayor Crawford, and Mr. Taylor for your dedication and continue support throughout our community. Thank you again and God Bless you all.

Mayor Crawford - Downtown Events - Connie Allen – Director of Community Development.

Connie - Craft & Vendor Show - August 17 from 10:00am to 5:00pm, we have 22 vendors signed up for the show. Fall Fest has changed from September 14 to October 12 due to conflicting events. The theme is "Wizard of Oz". We will have a Chill Cook-Off competition, car show sponsored by Advance Auto, live music, food vendors, games for the kids and other activities. We had two (2) ribbon cuttings on July 19, one (1) at Sugar Foot Bakery and one (1) at Boxdrop Mattress. We have another ribbon cutting scheduled for Seasonal Treasures on September 14 at 1:00pm. The 3<sup>rd</sup> Collaboration meeting is scheduled for August 21 at 12:00 noon at the Richlands Town Hall. This meeting has been very successful.

Connie - Cumberland Plateau Regional Opportunity Program Grant Application – A decision will be made on August 29, I have given each of you a copy of the application. If you have any questions, please let me know.

Mayor Crawford – We have a request from Cumberland Plateau. I assume it is something we have done in the past. On behalf of Cumberland Plateau Housing, I make a request that the Town of Richlands continue to waive the authorities' payment in lieu of taxes in the amount of \$1919.00 for the fiscal year ending March 31, 2019. I thank you in advance in consideration of our request and ask you sign the agreement in the attach statement, from Keith Viers, Executive Director of Cumberland Plateau Housing Authority. At this time, I will entertain a motion to waive the authorities' payment in lieu of taxes in the amount of \$1919.

Rick - What is that on?

Mayor Paul Crawford - Fairfax Court

Tim - By law they are required to pay taxes

Rick - How much is the greenway grant?

Connie - We requested \$124,317 from CProp and \$13,500 from the Town of Richlands with a total of \$137,817.00.

Rick - This is \$1900 dollars, correct?

Rick - I make the motion to waive the taxes, Vickie seconded the motion.

Mayor Crawford- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries - 6/0.

Mayor Crawford - "Council Member Reports" - Rod Cury

Rod – The Planning Commission met on Tuesday August 6, we had two (2) major items on the agenda. If you remember Mr. Jerry Dunford came to Council to request his property on Birmingham Road be zoned so he could use as a Camper Park. His property is currently zoned R2 which is general residential. The reason for that is when we had a boundary adjustment, everything that came in, came in as R2. The Commission would have to recommend that we would add the RV camper use to general residential area. If you think about it, it would open RV camper use to a large area of Town which may not be appropriate as Mr. Dunford's land. Mr. Dunford opt on his own to amend his request to rezone his property to an A1 which is general agriculture, which already contains the use of RV Camper Park. He is sending an amended request. We will consider his amended request in our September or October meeting. At that time, we will come with a recommendation for Council to consider. In compliance of State Law, the Council and the Commission must hold a public hearing, will possibly be a joint public hearing but cannot say without the authority of the Commission.

The next thing is the River Walk. Thompson & Litton who was employed by the Town to do a review of a plan for the River Walk presented their 40% review at our meeting last week. It was an exciting time and just so you know we allowed this thru a motion. We were funded \$26,000 from the Friends of Southwest Virginia and \$4000 from RDA. At the meeting, representing Thompson & Litton was Rick Chitwood and our own Greg Widener, who is an engineer for them. They presented an excellent plan. They based their plan on the concept that was presented by CDAC Community Design Assistance program at Virginia Tech. They developed this for us approximately seven (7) years ago. This came from a grant, no money from the Town. At the meeting was Ida Walker from the Friends of Southwest Virginia, Curt Breeding from RDA, Rick Barton from OAC, Greg Estell from the State Department of Forestry, members of Richlands Town staff and members of the Planning Commission. They presented the plan and hope to have the review complete by September/October. They were not quite sure but will get back with us. At that time, we will make a recommendation to Council. Our next meeting will be September 3 at 7:30 at the Town Hall. At that time, we will talk about other areas that need rezoning. I did have a request about the watering of the flowers that the Garden Club planted; we are working on that, hope to get better.

Tim - We are doing the watering as instructed, just wanted to make that clear.

Mayor Crawford – "Council Member Reports" – Vickie England

Vickie – I had someone text me earlier about brush in Purcell, the Town Manager is supposed to look at that. Last week we had our "Back to School Bash"; it was such a great activity. We saw kids from Tazewell County, Russell County, Buchanan County and Dickenson County. There was free food and lots of school supplies. They had a lot of games outside for the kids. Chief Gilbert, you and your staff did a wonderful job.

Chief Gilbert - The National Night Out is designed to bring the community and the Police Department together where we can have a better relationship. We want people to get to know us and know who we are. I want to thank my entire staff, everyone bent over backwards to make it a success. Crystal and Greg helped a lot with the event. Crystal went to the stores; met with the businesses and gathered up supplies. Greg wrote request for grants, which we received \$2500 in grant funding plus multiple donations came in. Food City gave us water. We were able to buy around \$3000 worth of school supplies. We had private donations. We had one (1) family donate over 70 book bags. We had churches donate several hundred dollars' worth of supplies. The community supported us in our efforts. We included Cedar Bluff Police; we wanted them to be involved too. We had around 2000/3000 people. At the end of day, we still had school supplies left. McDonalds donated hot dogs and they came out and cooked for us.

Mayor Crawford - "Council Member Reports" – Rick Wood

Rick – The street lights on Purcell road, Tim what have we done on that?

Tim - Kevin will report on under my comments.

Rick - The grant money that VDOT and the State give us on the Section House, how long are we tied up there?

Tim - We are working on 460 going toward the High School, we are working on that first and have to finish up. We will have to do the sidewalk at Tazewell County Mercantile after that. Until we finish, we can't apply for any more money. A couple of areas that we have been cited on that we have to take care of. We will do Tazewell County Mercantile and then to the Section House. At the Section House we will combine resources with all the departments if we can at that point and time. We are operating without a certificate of occupancy. Until we finish, we don't have a right to operate at the Section House, they are limited to what they can do without the certificate of occupancy.

Mayor Crawford - "Council Member Reports" - Doug Ratliff

Doug - I don't have anything tonight.

Mayor Crawford - "Council Member Reports" - Richard Brown

Richard - The right-of-way on Kents Ridge in front of Big Lots where cranes come out of, what is the right-of-way there?

Rick - It is the sidewalk.

Tim - I am not sure, I think it is 50' may be 60'.

Richard - You think we could go in there and cut that out?

Tim - If it is not private property.

Rick - All the grass that we mow is the Town's. It lines up with what use to be the National Market's sidewalk, it sets up high now.

Richard - They widened the turn over at Wardeil, I don't know if you have noticed or not.

Mary Ann - Did we talk about doing something different there?

Tim - We will look at it.

Rick - Had complaints about the boards on Front Street Bridge. It is going to be a trip hazard.

Tim - We don't like the boards but that is all we have.

Richard - I had a complaint about a work order placed a month or so ago asking for ditching on Brown Street, can you follow up with that.

Tim - I will look at it.

Mayor Crawford - "Council Member Reports" - Mary Ann Strong

Mary Ann - I would like to say the Summer Fest and the Chocolate Festival was a huge success. I would like to recognize Connie with all her hard work on the festival. Her sister Tammy, Doug and Craig helped her. I would also like to thank Logan Plaster for wearing the "Willy Wonka" costume all evening. I seen him late Friday night helping. It was our first time having the Chocolate Festival the merchants were pleased, next year it will be better. Thank you Chief Gilbert for the National Night Out, I appreciate you partnering with the Town of Cedar Bluff. I think it is important to show that we can work together and

achieve great things. My grandson is only two years old, but he always points at the police car, it is important that kids are not afraid of the policeman. I received a message from Virginia and Mark Hart, they wanted to compliment Rusty Hess for the tremendous job they are doing. We are very blessed to have them and like the Harts said, they work in all kinds of weather, every day. They mention the Lake Park playground, which looked great today. Let Rusty know that we appreciate him. The Rec Commission will meet on August 19 at 7:30 upstairs at the Rec Park. The girls State Celebration Banquet is Sunday at the Police Department at 2:00pm. I need to know from all Council members tonight if you plan on attending the banquet. Let's show these girls a great day, they certainly deserve it.

Mayor Crawford - "Mayor's Comments"

Mayor Crawford - Few questions that I have - The corner where you go into the Town's lot, across the railroad tracks, are you allowed to park unlicensed vehicles there?

Tim - We will just have to look and see.

Mayor Crawford - There are several vehicles there that are not licensed and do not have tags on them. Do you know if they need to have tags on them?

Tim - I don't remember I will have to check.

Shannon - If the vehicle doesn't have tags on it, it could still be operable. I will have to look and see what the definition is for inoperable.

Mayor Crawford - If you would please look into that.

Richard - At one time the guy had a rollback service that may be why there are so many vehicles.

Mayor Crawford - Is it set up for that? A couple more cars as you go up Tank Hill and down like you are going to the Dalton Addition, a car on the right, that car has been there for months and months. It is a Lincoln.

Jerry - They have served notice on that, I will have to follow up with the officers.

Mayor Crawford - On Kentucky Avenue going up that street on the right is a car that is full of junk, nobody using the vehicle.

Mayor Crawford - On the Street and Sanitation report, can you advise how much gravel and things that you use and the number of man hours on the report.

Mayor Crawford - We talked a couple of meetings ago about having a form for anyone who wanted to request money from Council to fill out, has anything be done on the form?

Tim - We have not done anything on the form, I don't recall the details on that.

Vickie - It was a form to fill out when someone would come to request money from the Town.

Tim - A request for money form?

Vickie - Yes

Mary Ann - We had talked about getting a copy from the hospital.

Connie - I think I am supposed to be doing the form. I just need to confirm with Peter at Clinch Valley Health to make sure it is OK to use his outline and get Tim's approval. I will try to have that ready by the next Council meeting.

Mayor Crawford - On Allegheny around 4<sup>th</sup> Street in the corner it looks like an air conditioner grave yard, all kinds of stuff piled up around the mobile home on the right. It is across from Seasonal Treasures, please check on that.

Jerry - I think that is the one we already checked on and are sending notice, but I will verify.

Mayor Crawford - I requested a form on traffic patrol and the speed limit enforcement in Hidden Valley, have we done that.

Tim - I talked to Chief Gilbert, we have a device that logs the speeding. He has checked it, we can use for speeding.

Jerry - We don't have it in operation yet, but we are working on it. I have asked my guys to step up traffic enforcement in Hidden Valley. I do not have a report to say how many times they patrol Hidden Valley; they are just on a normal patrol cycle. We try to hit most streets once a day.

Tim - The device will give us detail once we get it finished. We use it on various streets in the Town.

Chief Gilbert - We will get it going.

Mayor Crawford - In conjunction with that, I had someone ask, at one time we had "STOP" signs on Plantation and at Cresswood, switched the "STOP" signs around.

Tim - We had issues we had to take out.

Mayor Crawford - I remember a lot of people fussing about it. Do we have any rule or code that when you take your trash can out to the streets after trash pickup that they have to take the cans back in?

Tim - There is an ordinance, they just don't enforce it. We discussed in budget work session, we don't allow them to leave overnight. If they don't retrieve their cans, we are supposed to pick them up too. There are specifics in the ordinance.

Shannon - I will check into that when I check the ordinances.

Mayor Crawford - Can you give me a call when you find out.

Shannon - Yes, I will.

Mayor Crawford - We had approval for three (3) new hires, how is that coming along?

Tim - We have hired a carpenter and maintenance/equipment operator, they are already in process.

Mayor Crawford - "Attorney Comments" - Shannon Cooke

Shannon - A couple of meetings ago it was asked that I look at the fencing rules regarding Holmes Junk Yard. My understanding he is a nonconforming use in a business zone, I believe he has complied with what our ordinances would say regarding junk yards located in a mfg. zone, there should be a complete fencing or screen of some kind. State law also requires if there is a junk yard 500 feet in front of road yard there be some type of fence or screen. He has complied with the ordinance in the mfg. zone. The other side does face the railroad track that is how he takes things off the junk yard. He appears to comply with ordinance and state code.

Shannon - Someone ask if there were an ordinance of keeping goats in the Town, there is not.

Mayor Crawford - "Manager's Report" - Tim Taylor



Tim - Please take a moment to look at the check register and let me know if you have any questions.

Tim - Check No. 60579 – Eaton Corporation - \$12,750.00 Testing on the main substations also Check No. 60612 SD Myers, LLC \$1538.00 that was part of the testing.

Mayor Crawford - I will entertain a motion to authorize Town Manager Tim Taylor to pay the bills.

Rod - I make a motion to authorize Mr. Taylor to pay the bills, Vickie seconded the motion.

Mayor Crawford- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries - 6/0.

Tim - Monthly Power Cost Report of June 2019 and a draft of Electrical Department Income Statement enclosed for you to review. Actual sales for June came in 8.9% lower than budget, the overall cost is lower than expected. Overall for the year we didn't sell as much power as we had hoped to. The energy that we had projected to purchase was \$66,370 MWh, the actual purchase was \$62,989, if we don't buy as much, we don't sell as much. Was projected 95.47 MWh actual was 88.57 MWh for the fiscal year. We did include a balance sheet/income statement for June 30, 2019 it is in your packet. This shows the departments expenditures versus the entire year. This is year-to-date, gives you the fund balance and the entire fiscal year to look at.

Tim - I think it is good for the Council and the Staff to update on Town projects. We are here every day, but we need to keep Council updated. Most of the projects are big ticket items that require big money, grant money, etc. We need direction from Council. In the past I prepared a report, I would be more than happy to start the reports again to share with you. I will update the document; it is something good to refer to. The report includes what is happening today and a five (5) year forecast. It covers everything from paving sidewalks, drainage, governmental, sewage, electrical, etc. This will help us all stay on the same page.

Tim - Purchase a Pumper Tanker for Fire Department - Keith will you come up front and give us a ball park figure of what it is going to cost and what you are going to need.

Keith - A ball park figure is around \$750,000, most of you are aware of what we need from our planning sessions. The truck we are replacing is 22 years old. We will be replacing our reserve truck that is 29 years old. The ISO is what is at stake. Our rating is a (6), it is mid-point in the United States. It will take 10 to 12 months to mfg. the truck. The truck has to be custom built to fit our station. Our doors are small at the station. I would like for Council to act on this, we have been discussing for a couple of years now.

Doug - How much more does it cost to make the truck customized?

Keith - I would be afraid to answer, I don't know.

Doug - Is it due to the door size, etc.?

Keith - We need 1000 gallons on the truck where a regular truck is 850 gallons. They have to cut 18" off the trucks just to fit our building.

Doug - How much is that going to cost to customize?

Keith - I can't give you an answer.

Doug - Is it possible we need to update the station to save the cost on the truck?

Keith - We need to update the Fire Station, it is just a garage it is not a Fire Station.

Doug - If you are going to spend \$200 to \$300 thousand to customize the trucks would it be better to look for a Fire Station?

Keith - I think we are running out of time due to the age of the truck.

Tim - You could not buy a stock truck for \$300,000 or less.

Keith - We need a truck that is fully equipped.

Mayor Crawford - Why don't you ask the vendor, I think it is a good question. Ask how much more it cost to meet our size requirements.

Doug - It could be quicker on getting the truck.

Keith - It takes a long time for either truck.

Doug - Before the next Council meeting can you ask the cost of the customization of the truck?

Keith - This truck is a four (4) man cab; other trucks are for two (2) men cab.

Rick - You are saying to have it customized; you are building to your specs. There are standard fire trucks that will haul six (6) people, four (4) people or two (2) people. What we want to know from a standard fire truck to a customized truck what is the cost.

Keith - It is not being cut down it is changed from four (4) man crew to six (6) man crew.

Richard - We talked about in one of the work sessions, correct?

Mary Ann - I understand the question but if it saves money how we are going to have a new Fire Station in time, we have been talking about it for two (2) years. In my opinion we obviously need to vote but how fast can we get a new Fire Station and a new truck.

Keith - The truck will have to come before the station.

Tim - We really need a ladder truck. I think we can try to answer the question.

Keith - Everything we are putting on the truck we need.

Doug - I understand that, at some point you are going to need another station. We have talked about another station for years too. You are not going to get a ladder truck in the building you are in.

Keith - That is why we have not pursued a ladder truck.

Doug - We have all kinds of property in Town.

Tim - I have been talking to the local banks I think it is important to shop local if you can. I know one bank if not more is willing to finance for you. We don't have the ability to write a \$750,000 check.

Richard - Did you take into consideration what we talked about on all the capital needs to lump into one loan?

Doug - What does a new Fire Station cost? I think it may cost less than the fire truck.

Keith - We need 10,000 sq. feet just for the equipment.

Doug - How much do you have?

Keith - We have two (2) stations, we want to merge together. We joined together in 2006.

Doug - What was your cost then? You are in a building now that is not worth \$100,000.

Mayor Crawford – Do you understand what we mean by buying a standard truck compared to special truck?

Tim - I will have to rely on Keith's expertise.

Keith – I am not for that.

Mayor Crawford - We are not asking if you are for it, we need some comparison.

Mary Ann - If we find it saves more money, how are we going to do a new Fire Station in time to take care of the need?

Doug - Like Richard said, I think it is ridiculous to put a \$750,000 Fire Truck into a \$100,000 building; it is a hazard backing into the road. When there is a fire you back in and out there is going to be an accident.

Keith - We will be reevaluated for ISO in two (2) years.

Mary Ann - I think at the next Council meeting we need to make a decision, out of respect for Keith. It has been two (2) years or longer. We have talked about it a long time.

Vickie - When is the rating coming again and how does it affect our citizens?

Keith - Can affect home insurance policies of the citizens.

Doug - There is a lot of wasted space at the Police Station. I think it may be a good idea to move the Fire Station to the Police Department. We would need to find a location for a new Police Station. It is just a thought that is what I would do.

Richard - I think we could make a motion, but I would like to see what it would cost to put all the capital needs into one loan. A lot of things are not getting done due to the equipment.

Rick – What about the financing for the fire truck?

Tim - I am not prepared to discuss the financial options I was going to bring next month. We need your support or direction on the truck.

Rick - I make a motion that we go forward with the fire truck and put everything we need into one (1) loan regarding capital needs. Vickie seconded the motion.

Mayor Crawford - It concerns me a lot that we are voting on something that we don't have a number on.

Rick - We do have a financial number, but we can't disclose on TV.

Rod - I understand what Paul and Richard are saying. Would it be better to have a motion on specific capital needs? It would better serve various departments and the Manager. I am not against it I just think we need to prepare better before we do that.

Mayor Crawford - We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion - 3/3, Doug – No, Rod – No, Richard – No

Richard - I voted "NO", I am not clear on what we are voting for.

Tim - Can we verify what was voted on?

Richard - I think we need to get a consensus, we need to go forward with the fire truck plan.

Mayor Crawford - We have a motion and second on the floor and has been voted on. Results 3/3, I vote "NO". We will be better prepared next month.

Tim - We have had a few outages throughout the Town, which are not fun to do. Those were necessary to make modifications to substations.

Kevin - Tim has already mentioned the improvements on our substations. We had them to come in and make sure SS6 gas operations is currently working the way that it should be. In order to do that we have to kill each side of the substation so they can come in and be able to work on them individual while they were deenergizing. We go out around 12 or 1:00 o'clock, hopefully everyone is in bed so we can kill for just a few moments. Most of the time when testing it only takes 3 to 4 minutes to do the switching. In the process of going thru all of that at our last outage we thought we were in the clear, but we were throwing everything back in on 69 side. Our 69,000 switch was not operating correctly. A spring had broken and was not allowing it to operate correctly. Glad we found it. We had to get AEP to come out with us. This outage took us a couple of hours. We have to get a new set of switches, we have ordered. In the future we will have to go and change those out. The switches are operable, but they are old, and I don't trust them anymore.

Tim - We have switches ordered, hopefully change in the Fall.

Tim - We mentioned the generator in work session. We thought we could get one and use in peak shaving, study have showed that we could probably pay back from three (3) to five (5) years based on the investment. We have come to the conclusion we can wait on the one at the Waste Water Plant, that conversion will cost \$300,000 plus. I am not sure we won't have to borrow for this either. We are ready to go on the engineering side just waiting on the financial piece, correct?

Kevin - Yes

Tim - Hopefully we can make a decision by next month. The street lighting on Daw Road, you have been working on that for a long time.

Kevin - Originally when we started talking to AEP, we met with engineering and we went to Birmingham and Daw Road to look at what they can do in providing the lighting. It would be a lot cheaper than us building lines. They were thinking that we would have to fall under a standard, which IES guidelines, I received email today from Tracey saying now it is not mandatory if we are in a rural area. That is good news for us. Sections of the area are already designed we are just waiting to pursue.

Tim - I would recommend the promises were made in 2006; we have done some of it but not finished the difficult areas. The cost is \$17,000 investment plus \$5 per pole per month, the rental fees on the lights. That is not electrical part. It is governmental function but street department funds. We suggest getting a quote with LED's, which will cost more than \$17,000.

Kevin - In the \$17,000 that is to our area, Purcell Road, Birmingham and Vickie Drive. They will have to install 20 new poles which made it a total of 31 lights in this area.

Tim - It is an obligation that we should follow. I don't want to bring up again. Everyone should get the same service. Does anyone have a problem to appropriate the money to do it? If you want to see more figures that is fine.

Vickie - We have been telling people we are going to do this since 2006, I think we need to take care of.

Mayor Crawford - Do we need a motion to get LED lights compared to the others.

Tim - We are not voting Town wide just for these areas.

Rod - Is it Purcell Addition, Birmingham and Daw Road?

Tim - Correct that is all we have left.

Rod - I make a motion for the Town Manager to move forward with street lights to Purcell Addition, Birmingham and Daw Road. Mary Ann seconded the motion.

Mayor Crawford - We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries - 6/0.

Kevin - I will get with AEP tomorrow.

Tim - Street Department Projects - We are working on the sidewalks, elevation over the sidewalks people falling we are having legal issues with that. We are going to try and address as fast as we can and go with Council vote tonight. Once you get the resource guide it will give you a better idea of what we are doing. Concrete work requires a lot of effort, 60/70/80-year investments in the community. We want it done right and well in the community. We have others with special needs. They have sidewalks in bad shape too. If we can get new equipment that we don't have to work on every day, we can produce more.

Tim - All our town phones today including Fire and Rescue are copper tied to the server. We are going to IP phones. Frank is working on that project he is our IT guy, we will be converting soon.

Frank - We looked at five (5) different companies to see what they offered. They all offer pretty much the same bells and whistles as internet phones. We elected to go with "SEGRA" which was formally "LUMOS". The reason we chose them all the other companies work with our current internet, instead of putting phones on that circuit we got another 100-meg circuit just in case something was to happen with Broadwith, we could still run the phone system. We will use 10meg of the 100 meg, the other 90meg would be used as a redundant internet. We are installing in the Police Department right now. Simply because they have generators. Should we have a power outage the generator will pick up the phone system from there, would not be without a phone. The Police Department, Fire & Rescue will keep copper line. There is a lot of bells and whistles that go with the phone system. We don't have call forwarding or transferring only for certain people. The new phone system everyone will have call forwarding/transferring along with voice mail.

The biggest thing we are getting is the redundant internet system. The biggest reason we picked "SEGRA" was we are operating on an independent internet feed rather than in our current feed.

Tim - We will keep some copper lines in case something happens to the other.

Frank - Copper lines will stay at the Police Department just in case something happens, and it does not work. We also have a LT backup to go with the whole system, if something was to happen with the internet feed, everything rolls over to the Cellular tower. The system comes with audio attendant. Right now, at 4:30pm when the girls leave, they flip a switch, all calls from the Town Hall go to the Police Department. If you have an emergency you can put on audio attendant, will minimize several calls the Police Department. A power outage in a storm, someone would have to sit at the Police Department she can't get manage them all. We are looking at a five (5) year lease, at the end of the five (5) years we don't have to buy the system, we can lease another system. The way that technology is now five (5)

years is a long time for any piece of technology. The best way is to lease instead of buy, get a new system in five (5) years.

Tim - It is about the same price we are paying today.

Frank - The projected finish date is January, they are doing site surveys now, and we are pulling cable, ordering switches for each building. All our buildings in Town are connected by our fiber, we are going to buy our fiber with our switches, anything happens with the phone system we can handle, we don't have to worry about Verizon sending a tech from Blacksburg or Roanoke to fix.

Tim - We have had many days that you could not dial in or out. We have to chase Verizon down to get it fixed.

Tim - Finance Office Initiatives - Adrienne and her staff have been talking to merchants about on-line payments, Adrienne can you come and brief us on that.

Adrienne - We have met with a couple of the local banks to look at the possibility of on-line payments. They are supposed to come and meet with us and give us proposals on the cost for customers to go on-line and make payments. It would not be integrated with our software due to the fact we are still not comfortable with the software, we are still having issues. What they would have is a secure link that would be PCI compliant, they can log on and if they know their bill amount, they can make that payment on-line. There are also some options to call an 866 number. You can make your credit card payments by calling that number, it remembers your data. When you call in you can make a payment over the phone with credit card or they can pay by check. This will give people several options if they are not comfortable going on a website or link, they can make the payment by phone. They will not be able to pull up their bill on-line and look at their billing data, but they will be able to make the payment. During that process we also talked to them about our credit card services, which we currently do have credit card services, we discuss merchant services that may be cheaper for us. They have looked at our current bills. Looking at both things they feel like they can save us some money on our credit card fees.

Tim - We have some other issues.

Adrienne - I know you have heard us talk about a financial policy which is basically a little booklet with a combination of policies that are integrated into a booklet. It would be accounts payables, anything to do with financing, anything on purchasing assets, investment policies, capital purchases and projects. We want to give to Council and hopefully they can review and would be something they could adopt. Once you adopt the policy it would give us more ground work, will also help our scoring with AMP purchasing our power. That is one of the things we get scored on, having a financial policy adopted by Council which outlines how we purchase capital equipment. We do have a policy that we go by but it has not been officially written and adopted by Council. We are working on a draft so Council can adopt.

Adrienne - One final thing we are looking at, AJ Robinson, Director of Tourism for Tazewell County, she mentioned in one of the meetings they had a company or a lady that does hospitality talks, customer service for your community and our people. The class usually is held in a community. You invite your businesses and Town employees. It is customer service training. It will help train our people and the businesses in the community on customer service and aid in tourism. The training will help when people come to our area, they would know how to talk to them and give them more information about the area. There is a cost associated with the training and it is not cheap. AJ said if we didn't mind partnering with the other localities that are interested in the program, we may be able to work together. There may even be grant funding for the program, I think it is around \$1200 but AJ seems to think she can get cheaper.

Tim - I think it is a great way to get our people ready for influx of tourism.

Rick - They teach that you are not the only business in Town but teaches you about the business in the whole area. That is where we have problem, everyone needs to work together.

Mary Ann – I think with the college offering 14 different sports, you could have an influx of teams coming in to play as well as parents.

Richard - is there any time we have late charges applied due to waiting on Council to approve a bill?

Adrienne - We normally pay we don't pay late charges; we may have had a few. Most of our vendors we have an understanding, they know we pay our bills the second Tuesday of every month. The phone company and UPS we pay when we receive the bill.

Richard - I just wanted to make sure we didn't have extra charges waiting on Council to approve.

Adrienne - If it is something large, we add to the bottom of the report that you receive so you know that we paid.

Mary Ann - I think paying on-line will be neat and the people will appreciate.

Tim - Do you have a time on the on-line payment system?

Adrienne - We have a meeting with Tru-Point Bank next week and First Community Bank. We will know something by the next Council Meeting.

Tim - I talked to you about being on a fiscal distress monitor, they give us a final report. It is included in your packet. I have looked at other localities, the financial report that you can adopt, close to having finished.

Tim - I mention about the VHDA grant we received last week. We had another meeting with staff since our last Council meeting. I have also engaged some of their staff about requirements on some of the reporting. I have contacted Travis Hackworth- Chairman IDA and want to get a meeting set up so we can get started. The objectives are to have a market study complete by December 2019 and at the same time hire the engineer, they will provide the architectural concepts for the housing. The market will dictate from the report the type of housing that is needed. Three areas to include are Richlands Professional Building and two (2) others that have not been determined yet. You can have businesses on one floor and residential on the upper floors which is a mixed use. Our codes allow. IDA will determine who the other participants will be.

Tim - The boat launch behind the Richlands Mall we have contracted out, hopefully they will start Thursday to get the steps in and paving shortly after that. This should come together quickly.

Tim - Potential Town Projects – I would like to do another downtown revitalization project starting where we left off in Town. In order to get the grants, it is a lengthy process, but they do have funding for planning grants. I think we can get a planning grant, we have meet with them twice and they are very committed. If Council wants to support, we can get started.

Rod - I make a motion to allow the Town Manager to proceed with Department of Housing and Community Development Planning Grant, Rick seconded the motion.

Mayor Crawford- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries - 6/0.

Tim - I did get a letter from the Board of Supervisors that was written to all Towns and Public Service Authority, I am sure everyone is aware that the Black Jewel Miners that was affected in our area and county due to bankruptcy. They are asking the Town Council to do a 90-day moratorium for disconnect on accounts, there are 120 miners in Tazewell County affected. What we normally do when we see distress issues, we try to give them assistance, and get them help with places they can get help.

Mayor Crawford - Did we do as much for the Magic Mart employees?

Tim - We don't broadcast, not sure if anyone asked for help.

Adrienne - We worked with government shutdown. If someone doesn't request, we don't know.

Shannon - I want to mention in the handout that everyone received that was emailed to Connie. This is for State Employees, training requirements on Conflict of Interest. You are required to do the training on line, website is in the letter. As of July 1, It is required by all elected official, if you don't do it, it can be a misdemeanor. Connie is required to keep up with who takes the training. You need to contact the Advisory Council in Richmond. The system will keep a record of who did the training. You need to have completed by December 31, 2019.

Tim - Please delete 2.2-3711 (A) (1) Personnel, I don't need anymore.

Mayor Crawford - At this time I need a motion for the Mayor and Members of Council convene in executive closed session for the purpose of discussion of 2.2-3711(A)(7) Pending Litigation, 2.2-3711(A)(3) Boundary Adjustment Issues, 2.2-3711 (A)(3) Potential Property Acquisition.

Rod - I make the motion to go into executive session, Richard seconded the motion.

Mayor Crawford- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries - 6/0.

Mayor Crawford - I now entertain a motion that the Members of Council reconvene in open session and accept the CERTIFICATE OF EXECUTIVE SESSION certifying that the matters discussed while in executive session were those both lawfully exempted from the open meeting requirements and identified in the motion by which the closed session was convened.

Rick - I make the motion for Council to return from "Closed Session", Vickie seconded the motion.

Mayor Crawford- We have a motion and a second, any further discussion?

Mayor Crawford - Roll Call Vote - Vickie-Yes, Rick-Yes, Doug-Yes, Mary Ann-Yes, Richard-Yes, and Rod-Yes - Motion carries - 6/0.

Mayor Crawford - Do we have an action to report on?

Richard - I make the motion to authorize Town Manager Tim Taylor to execute the MOU as discussed, Rod seconded the motion.

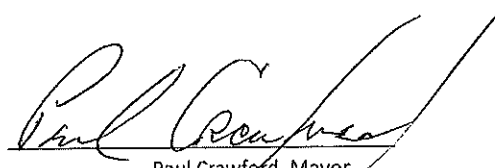
Mayor Crawford- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries - 4/2, Mary Ann - No, Doug-No.

Mayor Crawford- Do I have a motion to adjourn?

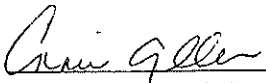
Rod- I make the motion to adjourn, Mary Ann seconded the motion.

Mayor Crawford- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries - 6/0.

Mayor Crawford - Adjourned

  
Paul Crawford, Mayor



  
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Connie Allen, Town Clerk