

**WISE TOWN COUNCIL**  
**Tuesday, October 22, 2024; 7:00 P.M.**  
**WISE MUNICIPAL BUILDING COUNCIL CHAMBERS**  
**501 WEST MAIN STREET - WISE, VIRGINIA 24293**

**MINUTES**

**MEMBERS PRESENT:**

Teresa Adkins, Mayor  
Jeffery Dotson  
Robin Dotson  
Caynor Smith, Jr.

**MEMBERS ABSENT:**

Ben Conway

**PLEDGE OF ALLEGIANCE / INVOCATION:**

Police Chief Kevin Yates led the Pledge of Allegiance. Adrian Dale, Town of Wise Street Superintendent, provided the invocation.

**AGENDA CHANGES:**

Town Manager Laura Roberts advised that there were no changes to the agenda.

**CONSENT CALENDAR:**

Caynor Smith, Jr. made a motion to approve the consent calendar, which included the minutes of the September 24, 2024 regular Council meeting, the July - September 2024 Treasurer's Financial Reports, the September 2024 Police and Water Plant Reports, and the October 2024 Fire Department, Recreation Specialist, Planning Department, and Special Events Reports. Robin Dotson seconded the motion that passed 4-0.

**PUBLIC EXPRESSION:**

There being no one from the public audience wishing to comment, Mayor Adkins closed public expression.

**RESOLUTION #28, 2024:**

Town Planner Reagan Walsh informed the Virginia Community Flood Preparedness Fund was established to provide support for regions and localities across Virginia to reduce the impacts of flooding. She added that the state-wide fund was administered by the Virginia Department of Conservation and Recreation (DCR) and that the Town must develop a resiliency plan describing its comprehensive approach to flood risk in order to obtain eligibility for funding. Walsh advised a grant from the Fund could be used to develop a resiliency plan and cover training and travel expenses for a staff member to become a Certified Floodplain Manager, a certification currently not held by a Town employee. Following the discussion, Jeffery Dotson made a motion to adopt "A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA AUTHORIZING THE SUBMITTAL OF A GRANT APPLICATION TO THE VIRGINIA DEPARTMENT OF CONSERVATION AND RECREATION FOR A VIRGINIA COMMUNITY FLOOD PREPAREDNESS FUND GRANT". Robin Dotson seconded the motion. The vote was recorded by roll call:

Teresa Adkins, Mayor	“Aye”
Jeffery Dotson	“Aye”
Robin Dotson	“Aye”
Caynor Smith, Jr.	“Aye”

**RESOLUTION #29, 2024:**

Town Planner Reagan Walsh advised Town staff recognized the need to enhance several intersections in Town lacking traffic signals. She noted the improvements aligned with the Virginia Department of Transportation’s systemic safety initiatives, therefore qualifying the project for Highway Safety Improvement Funds. Walsh added the program focused on implementing cost-effective safety measures to reduce severe injuries and fatalities from crashes statewide. She informed the locations selected for improvements were based on the results of a Crash Data Analysis, a study that evaluated crash history data from the Town for the past 5 years. Walsh stated the initiative would include a variety of low-cost treatments such as enhanced stop signs, stop bars, advanced warning signs, and solar-powered flashing LED stop signs. Following a brief discussion, Jeffery Dotson moved to adopt “A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA AUTHORIZING SUBMITTAL OF A REQUEST TO THE VIRGINIA DEPARTMENT OF TRANSPORTATION TO ESTABLISH FUNDING FOR THE WISE UNSIGNALIZED INTERSECTION IMPROVEMENTS PROJECT”. Robin Dotson seconded the motion and the vote was recorded by roll call:

Teresa Adkins, Mayor	“Aye”
Jeffery Dotson	“Aye”
Robin Dotson	“Aye”
Caynor Smith, Jr.	“Aye”

**RESOLUTION #30, 2024:**

Town Planner Reagan Walsh advised there was an opportunity for the Town to receive technical assistance from the Office of Intermodal Planning and Investment under the Office of the Secretary of Transportation to assist with Designated Growth Areas. She noted the Town had three Designated Growth Areas and the technical assistance would provide planning assistance to Town staff to aid in the alignment of infrastructure development in and around said areas. Following a brief discussion, Robin Dotson made a motion to adopt “A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR TECHNICAL ASSISTANCE FROM THE OFFICE OF INTERMODAL PLANNING AND INVESTMENT”. Jeffery Dotson seconded the motion with the vote recorded by roll call:

Teresa Adkins, Mayor	“Aye”
Jeffery Dotson	“Aye”
Robin Dotson	“Aye”
Caynor Smith, Jr.	“Aye”

**RECREATION COMMITTEE MEETING REPORT:**

Caynor Smith, Jr. summarized the Recreation Committee’s October 8, 2024 meeting held to discuss the following:

Indoor Recreation Facility:

Smith advised that Kim Mullins, supporter of a recreation facility, reported that both Senator Todd Pillion and Congressman Morgan Griffith were in support of an indoor recreation facility if UVA-Wise could be a partner and the fiscal agent for funding for the facility. He stated the Committee recommended UVA-Wise lead the Indoor Recreation Facility Project, partnering with both Wise County and the Town of Wise.

Electricity Fee for Vendors at the Town of Wise Sports Complex:

Smith informed the Committee discussed the need for additional electrical access for food vendors during tournaments held at the Sports Complex due to complaints regarding spectators being unable to hear during games due to the use of generators. He added the fee for vendor set-up was \$150 for one day and \$200 for two days, neither of which included the use of the Town's electricity. Smith advised the Committee recommended the necessary electrical work be completed before the next ball season and that vendor fees be increased to \$175 for one day and \$225 for two days to cover the use of electricity.

Status of Tee Ball Field and Access Road:

Smith stated the tee ball field and access road construction was progressing well at the Sports Complex. He added the installation of playground equipment at the Sports Complex was also discussed and the Committee recommended waiting until the current construction was completed to decide on a location to place the equipment.

Donation Requests:

Smith informed the Town had received donation requests from the Napoleon Hill Foundation and Gather @ 411 East Main. He stated the Committee did not recommend donating to either organization. Mayor Adkins recommended partnering with the Napoleon Hill Foundation in some way in support of Central High School students and Upward Bound, although the Foundation was not in need of financial support. Councilman Robin Dotson inquired as to the reasons the Committee recommended to deny the donation requests. Smith advised the Napoleon Hill Foundation was wealthy and not in need of funding, but perhaps the Town could reach out to inquire about other ways in which it could assist with the Foundation's endeavor. He stated the request for Gather @ 411 East Main was made by a third party that had been contacted and advised to resubmit the request to correct issues with the original application.

Jeffery Dotson moved to accept the Recreation Committee's report as presented. Robin Dotson seconded the motion. The vote was recorded by roll call:

Teresa Adkins, Mayor	"Aye"
Jeffery Dotson	"Aye"
Robin Dotson	"Aye"
Caynor Smith, Jr.	"Aye"

**RESOLUTION #31, 2024:**

Town Manager Laura Roberts advised one bid was submitted in response to an advertised Request for Bids for the purchase of a new pickup truck to be used for street maintenance. She added the bid was within the amount budgeted for the purchase. Following a brief discussion, Jeffery Dotson

made a motion to adopt “A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA AWARDDING A CONTRACT TO FRIENDSHIP FORD OF BRISTOL, TENNESSEE FOR ONE 2025 FORD FOUR-WHEEL DRIVE 1/2-TON PICKUP TRUCK”. Robin Dotson seconded the motion and the vote was recorded by roll call:

Teresa Adkins, Mayor	“Aye”
Jeffery Dotson	“Aye”
Robin Dotson	“Aye”
Caynor Smith, Jr.	“Aye”

**RESOLUTION #32, 2024:**

Town Manager Laura Roberts advised the resolution under discussion was in response to recent discussion held by staff and Council regarding funding additional education for Town employees. She added the amendment would allow employees to be eligible for a 3% pay plan increase following the completion of an associate's degree and a 6% increase for a bachelor's degree in a field of study related directly to the individual's position. It was noted that the education policy would only apply to employees completing a degree program following the adoption of the policy change. Following a brief discussion, Jeffery Dotson moved to adopt “A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA AMENDING THE PERSONNEL POLICY MANUAL TO INCLUDE AN EDUCATION POLICY FOR FULL-TIME EMPLOYEES OF THE TOWN OF WISE, VIRGINIA”. Robin Dotson seconded the motion. The vote was recorded by roll call:

Teresa Adkins, Mayor	“Aye”
Jeffery Dotson	“Aye”
Robin Dotson	“Aye”
Caynor Smith, Jr.	“Aye”

**RESOLUTION #33, 2024:**

Town Manager Laura Roberts advised the Wise Municipal Pool was in need of costly repairs and replacement of mechanical and structural components. She added the adoption of the Resolution under discussion would allow Thompson & Litton to evaluate the needed repairs and provide cost estimates as well as a review of adaptive reuses for the facility such as a splash pad, pickle ball courts and additional covered picnic areas. Following a brief discussion, Robin Dotson made a motion to adopt “A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA AUTHORIZING MEMORANDUM OF UNDERSTANDING NO. 7 TO RETAINER AGREEMENT BETWEEN THE TOWN OF WISE AND THOMPSON AND LITTON, INC. FOR A PRELIMINARY ARCHITECTURAL REPORT REGARDING THE WISE MUNICIPAL POOL FACILITY”. Caynor Smith, Jr. seconded the motion with the vote recorded by roll call:

Teresa Adkins, Mayor	“Aye”
Jeffery Dotson	“Aye”
Robin Dotson	“Aye”
Caynor Smith, Jr.	“Aye”

**COUNCIL COMMENT:**

Robin Dotson commended all for their work during Fall Fling and opined it was a huge success.

Caynor Smith, Jr. stated he would like the Public Works Department to participate in the upcoming Christmas Parade and suggested including a piece of equipment or vehicle along with Town staff.

Jeffery Dotson thanked everyone who assisted with the Fall Fling. He stated the recent sidewalk construction completed on Lake Street was a nice addition to the Town. Dotson requested staff to inquire about improvements to Darden Drive that are needed as UVA-Wise continues to grow. He also thanked Kenneth Crowson from The Coalfield Progress for covering the Town's recent Centennial Celebration events.

Mayor Adkins agreed that the Fall Fling was a great success and thanked all involved.

**STAFF COMMENT:**


Laura Roberts reviewed upcoming events scheduled in Town and commended Public Works employees who acted quickly to restore signage that was damaged due to a motor vehicle accident during the Fall Fling.


Police Chief Kevin Yates provided an update regarding the Department's recent purchase of body cameras for Officers, stating they would be in use by November.

Town Clerk/ Treasurer Sarina Collins informed the Town's 2024 Tax Tickets had been processed for mailing.

**ADJOURNMENT:**

There being no additional discussion by the Wise Town Council, Jeffery Dotson made a motion to adjourn the meeting. Robin Dotson seconded the motion that passed 4-0.

  
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Sarina F. Collins, Town Clerk/Treasurer

  
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Teresa Adkins, Mayor