

**WISE TOWN COUNCIL**  
**Tuesday, April 25, 2023; 7:00 P.M.**  
**WISE MUNICIPAL BUILDING COUNCIL CHAMBERS**  
**501 WEST MAIN STREET - WISE, VIRGINIA 24293**

**MINUTES**

**MEMBERS PRESENT:**

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

**MEMBERS ABSENT:**

None

**PLEDGE OF ALLEGIANCE / INVOCATION:**

Councilman Robin Dotson led the Pledge of Allegiance. Robert England of the Wise Baptist Church 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 March 28, 2023 regular Council meeting and the April 11, 2023 continued Council meeting, the March 2023 Police, Water Plant, and Fire Department Reports, and the April 2023 Recreation Specialist, Planning Department, and Special Events Reports. Councilman Robin Dotson seconded the motion that passed 5-0.

**PUBLIC EXPRESSION:**

Jerry Domby, resident at 1013 University Street, N.E., requested Council consider the construction of an indoor sports complex, primarily for basketball and volleyball, to benefit both the area's youth and the Town of Wise. Domby stated that many local families, including his own, travel out of the area most weekends to allow children to participate in sports. He added that teams from Kentucky and West Virginia bypass Wise traveling to Tennessee for sports as well. Domby opined the construction of a local sports complex would allow the area's youth to play at home, while simultaneously bringing people and revenue into the Town. He expressed a desire to meet with the Recreation Committee to further discuss such a facility. Councilman Smith recommended that a Recreation Committee meeting be scheduled for Domby and others who wished to attend to further discuss the facility.

**ORDINANCE #4, 2023:**

Councilman Jeffery Dotson moved to adopt "AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA CREATING THE ECONOMIC DEVELOPMENT AUTHORITY OF THE TOWN OF WISE, VIRGINIA". Ben Conway seconded the motion, and the vote was recorded by roll call:

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

**ADMINISTRATIVE COMMITTEE MEETING REPORT & RESOLUTION #19, 2023:**

**-Town of Wise Small Purchase Procedures:**

Town Manager Laura Roberts informed that the Town of Wise Small Purchases Procedures had not been updated since 2004. She added the proposed updated policy incorporated the latest updates to the Virginia Public Procurement Act and reflected current economic conditions regarding increased pricing and supply chain issues.

**-Summer 2023 Wise Municipal Pool Concessions Pricing:**

Town Manager Laura Roberts reviewed recommended pool concessions price increases for 2023, indicating each item had increased by \$0.25 from the previous year's pricing to cover the Town's cost. Councilman Robin Dotson inquired if revenue was generated by the sale of concessions or if it was more of a service to pool patrons. Roberts advised that although profitable some years, the Wise Municipal Pool, in general, was a service.

Robin Dotson made a motion to accept the Administrative Committee's recommendations as presented and to adopt "A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA PROVIDING A POLICY FOR SMALL PURCHASES, REPEALING PREVIOUS RESOLUTIONS". Jeffery Dotson seconded the motion, with the vote recorded by roll call:

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

**RESOLUTION #20, 2023:**

Town Manager Laura Roberts explained that a contract in the amount of \$244,350.00 with Thompson & Litton, Inc. would provide professional engineering services including surveying, environmental documentation, preliminary and final design, preparation of construction documents, assistance with construction procurement, construction contract administration services, and construction inspection services for the West Main Street Pedestrian Improvements Project. She added that the project was funded by the Virginia Department of Transportation through the Transportation Alternatives grant program and required a 20% funding match from the Town. There being no further discussion, Councilman Jeffery Dotson made a motion to adopt "A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA AWARDED A CONTRACT WITH THOMPSON & LITTON, INC. FOR PROFESSIONAL ENGINEERING SERVICES FOR THE WEST MAIN STREET PEDESTRIAN IMPROVEMENTS PROJECT". Councilman Smith seconded the motion, with the vote recorded by roll call:

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

**RESOLUTION #21, 2023:**

Mayor Adkins informed that Duane Phillips' term on the Town of Wise Planning Commission would expire on June 30, 2023. Councilman Smith added that Mr. Phillips was dedicated to the community and would be an asset to the Commission. There being no further discussion, Caynor Smith, Jr. moved to adopt "A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA REAPPOINTING DUANE PHILLIPS TO THE PLANNING COMMISSION". Robin Dotson seconded the motion. The vote was recorded by roll call:

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

**RESOLUTION #22, 2023:**

Mayor Adkins informed that Greg Widener's term on the Town of Wise Planning Commission would expire on June 30, 2023. There being no further discussion, Robin Dotson made a motion to adopt "A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA REAPPOINTING GREGORY D. WIDENER TO THE PLANNING COMMISSION". Ben Conway seconded the motion, with the vote recorded by roll call:

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

**AUDIT/FINANCE COMMITTEE MEETING REPORT & RESOLUTION #23, 2023:**

Town Clerk/Treasurer Sarina Collins summarized the meeting of the Audit/Finance Committee held to discuss the extension of the Audit Services Contract. She noted the committee recommended that Council approve an extension of the Audit Services Contract with the firm of Larry D. Sturgill, P.C. for the period of June 30, 2024 through June 30, 2026. Said contract was in the amount of \$23,450.00 per year plus a \$5,000 additional fee if a single audit is required during any fiscal year.

Vice-Mayor Ben Conway made a motion to adopt "A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA APPROVING EXTENSION OF A CONTRACT WITH

LARRY D. STURGILL, P.C. FOR THE PROVISION OF AUDIT SERVICES". Jeffery Dotson seconded the motion, with the vote recorded by roll call:

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

**RESOLUTION #24, 2023:**

Town Planner Reagan Walsh explained the Town was contacted by Blake Salyer, Ecosystem and Innovation Manager at UVA Wise, in reference to an opportunity to host The Gauntlet business program and competition in the Town of Wise through a partnership with The Advancement Foundation. She informed that The Advancement Foundation is a nonprofit organization that works with economic and community development organizations throughout the state to provide business training, support, and resources to create an effective entrepreneurial ecosystem. Walsh added The Advancement Foundation provides grant writing assistance to localities and administers the business competition program, saving locality staff significant time. The Town could apply for funding through the Department of Housing and Community Development's Community Business Launch program and partner with The Advancement Foundation for the business programming. Councilman Smith questioned Walsh regarding the number of participants, to which she advised varied by locality. Smith also inquired if there were guidelines for how the successful business could spend the funds awarded. Walsh replied affirmatively. There being no further discussion Ben Conway moved to adopt "A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA AUTHORIZING A PARTNERSHIP WITH THE ADVANCEMENT FOUNDATION ON THE SUBMITTAL OF A GRANT APPLICATION TO THE VIRGINIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT'S FY24 COMMUNITY BUSINESS LAUNCH PROGRAM IN THE AMOUNT OF \$50,000.00 AND PROVIDE THE REQUIRED \$12,500.00 MATCH". Jeffery Dotson seconded the motion. The vote was recorded by roll call:

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

**PROCLAMATION #2, 2023:**

Robin Dotson made a motion to adopt "A PROCLAMATION BY THE MAYOR OF THE TOWN OF WISE, VIRGINIA RECOGNIZING THE WEEK OF APRIL 30 THROUGH MAY 6, 2023 AS MUNICIPAL CLERKS WEEK". Ben Conway seconded the motion, with the vote recorded by roll call:

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

Mayor Adkins presented the Proclamation to Town Clerk/Treasurer Sarina Collins.

**PROCLAMATION #3, 2023:**

Caynor Smith, Jr. made a motion to adopt "A PROCLAMATION BY THE MAYOR OF THE TOWN OF WISE, VIRGINIA TO OBSERVE THE WEEK OF MAY 15-21, 2023 AS POLICE WEEK". Jeffery Dotson seconded the motion, with the vote recorded by roll call:

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

Mayor Adkins presented the Proclamation to Town Police Chief Danny French.

**PROCLAMATION #4, 2023:**

Robin Dotson made a motion to adopt "A PROCLAMATION BY THE MAYOR OF THE TOWN OF WISE, VIRGINIA DESIGNATING MAY 2023 AS "ENDANGERED SPECIES MONTH". Ben Conway seconded the motion that passed 5-0.

**CENTENNIAL COMMITTEE REPORT:**

Jeffery Dotson, Chair, summarized the first meeting of the Centennial Committee held to discuss the Town of Wise Centennial Celebration planned for 2024. He noted the preliminary date for the event would be a weekend in August or September 2024. Dotson added that UVA Wise would be celebrating its 70th anniversary in 2024 and the committee wished to include the college as well. Members discussed ideas concerning food and activities for the event, as well as potential partners such as the Wise Business Association, Wise County Historical Society, Wise County and City of Norton Chamber of Commerce and UVA Wise. He stated such an event required a great deal of planning and the next meeting of the committee was scheduled for June 2023.

**DISCUSSION OF REQUEST TO ADVERTISE THE FY 2023-2024 BUDGET FOR PUBLIC HEARING:**

Town Manager Laura Roberts requested authorization to advertise the FY 2023-2024 Budget for a public hearing to be held during the May 23, 2023 regular Council meeting. There being no questions or comments, Jeffery Dotson made a motion to authorize the Town Manager to advertise the FY 2023-2024 Budget for a public hearing as requested. Vice-Mayor Conway seconded the motion. The vote was recorded by roll call:

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

**CLOSED SESSION:**

On a motion made by Jeffery Dotson and a second by Robin Dotson, the Wise Town Council moved to convene into closed meeting for the purpose of and including:

Personnel – Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body as permitted by Virginia Code §2.2-3711(A)(1)

**OPEN SESSION:**

Caynor Smith, Jr. made a motion to reconvene in open session. Councilman Jeffery Dotson seconded the motion that carried 5-0.

**CERTIFICATION OF CLOSED SESSION – CM RESOLUTION #6, 2023:**

Sarina Collins, Town Clerk/Treasurer, read Closed Meeting Resolution #6, 2023, “Resolving and certifying 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 closed meeting to which this certification resolution applied, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Town Council of the Town of Wise,” and the vote was recorded by roll call:

Teresa Adkins, Mayor	“Aye”
Ben Conway, Vice-Mayor	“Aye”
Jeffery Dotson	“Aye”
Robin Dotson	“Aye”
Caynor Smith, Jr.	“Aye”

**APPOINTEE REPORTS (Informational Purposes Only) - Acknowledgement of Receipt:**

Caynor Smith, Jr. made a motion acknowledging receipt of the following appointee report:

1. Cumberland Airport Commission regular meeting from April 20, 2023

Robin Dotson seconded the motion that carried 5-0.

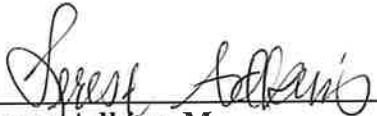
**COUNCIL COMMENT:**

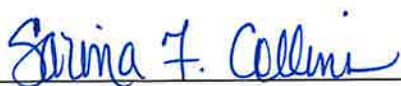
Caynor Smith, Jr. urged all to attend the Central High School Baseball Day on May 4, 2023, co-sponsored by the Town.

Robin Dotson expressed his interest in the indoor sports complex that would be discussed by the Recreation Committee.

**ADJOURNMENT:**

There being no additional discussion by the Wise Town Council, Jeff Dotson made a motion to adjourn the meeting. Caynor Smith, Jr. seconded the motion that passed 5-0.

  
\_\_\_\_\_  
Teresa Adkins, Mayor

  
\_\_\_\_\_  
Sarina F. Collins, Town Clerk/Treasurer