

**TOWN OF BIG STONE GAP, VIRGINIA  
REGULAR COUNCIL MEETING**

**COUNCIL CHAMBERS  
505 E 5<sup>TH</sup> STREET S  
BIG STONE GAP, VA**

**January 11, 2022**

**6:30 PM**

**AGENDA ITEM 1**

**Call to Order and Roll Call**

Vice-Mayor Bailey called the meeting to order.

- Those Present:       Hon. Nancy Bailey, Vice-Mayor  
                              Hon. Robert Bloomer, Councilman  
                              Hon. Kent Gilley, Councilman  
                              Hon. Tyler Hughes, Councilman  
                              Hon. Aaron McKinney, Councilman
  
- Staff Present:         Mr. Stephen Lawson, Town Manager  
                              Ms. Amanda L. Hawkins, Town Clerk/Treasurer  
                              Mr. Charles Bledsoe, Town Attorney
  
- Those Absent:        Hon. Gary Johnson, Mayor  
                              Hon. Crystal Lyke, Councilwoman  
                              Mr. Steve Hamm, Chief of Police

**AGENDA ITEM 2**

**INVOCATION by Councilman Aaron McKinney.**

**AGENDA ITEM 3**

**PLEDGE OF ALLEGIANCE**

**AGENDA ITEM 4**

**ADOPT OR AMEND THE AGENDA**

**Motion by Hughes, seconded by Gilley, that the Agenda for the Regular Council Meeting of January 11, 2022 be adopted as presented. Motion resulted as follows:**

**Ayes: Bailey, Bloomer, Gilley, Hughes, McKinney**  
**Nayes: None                   Abstain: None           Absent: Johnson, Lyke**

**AGENDA ITEM 5**

**COMMENTS FROM CITIZENS**

No comments.

**AGENDA ITEM 6****GENERAL ORDER OF BUSINESS**

- a. **Approval of minutes of Council Workshop of December 7, 2021.**  
**Recommended Action: Approve as presented.**
- b. **Approval of minutes of Regular Council Meeting of December 14, 2021.**  
**Recommended Action: Approve as presented.**
- c. **Approval of minutes of the Organizational Meeting of December 16, 2021.**  
**Recommended Action: Received and filed.**
- d. **Departmental Reports for the month of December 2021.**  
**Recommended Action: Received and filed.**

**Motion by Hughes, seconded by Bloomer, that the General Order of Business be approved as presented. Motion resulted as follows:**

**Ayes: Bailey, Bloomer, Gilley, Hughes, McKinney**

**Nays: None**

**Abstain: None**

**Absent: Johnson, Lyke**

**AGENDA ITEM 7****WISE CO ADMINISTRATOR MICHAEL HATFIELD AND SHERIFF KILGORE**

Presentation was postponed due to Chief Hamm being absent tonight.

**AGENDA ITEM 8****AUDIT REPORT – FISCAL YEAR ENDED JUNE 30, 2021**

Tamara Greear presented the Audit Report on behalf of Rodefer Moss & Company, PLLC. She began by stating the audit resulted in an unmodified, or clean, opinion.

Ms. Greear referred to Exhibit 1. The Town has a General Fund total assets of \$15,315,837, a restricted cash balance of \$3,090,449, which includes almost \$2.6 million of ARPA funds, total liabilities of \$7,537,209, leaving a net position of \$8,487,306.

Exhibit 2 lists the expenses of governmental activities, services, operating grants and contributions, capital grants and contributions.

Exhibit 3 is the balance sheet for governmental funds – total assets, total liabilities, deferred property taxes, and a fund balance of \$2,517,471.

Exhibit 5 lists total revenues and expenses for the General Fund, presented on a cash basis. General Fund reflected a deficiency of revenues over expenditures of \$603,088. There was a negative net change in the fund balance of \$159,131.

Exhibit 7 lists the Water and Sewer Funds, which operates on the accrual basis.

Water Fund - Total assets are \$19,609,737, deferred outflows of resources total \$250,122, total current liabilities are \$2,985,306, total non-current liabilities are \$9,745,407, deferred inflows of revenue are \$25,303, all of which leave a total net position of \$7,103,843, of which \$8,631,181 are invested in capital assets, resulting in a negative unrestricted net position in the Water Fund of \$1,527,338.

Sewer Fund - Total assets are \$11,797,353, deferred outflows related to pensions are \$141,081, total current liabilities are \$400,706, total non-current liabilities are \$3,924,679, deferred inflows related to pensions are \$14,120, leaving a total net position of \$7,598,929, of which \$4,599,962 is invested in capital assets, leaving a positive unrestricted net position of \$2,998,967.

Exhibit 8 is the operating revenues and expenses of the Enterprise Funds. The Water Fund operating revenues are \$2,553,410, operating expenses are \$2,443,847, leaving a positive net position of \$109,563. The Sewer Fund operating revenues are \$1,566,164, operating expenses are \$1,844,576, leaving a loss of \$278,412. Ms. Greear said the Sewer Fund is making progress compared to where we have been over the last decade, and noted we are trending in the right direction.

Ms. Greear said the Town's legal debt limit is 20.32% of the legal debt margin, but in comparison to where we were ten years ago (61%) and even five years ago (50%), we are in a much better financial state. A lot of that is due to the refinancing of some debt including revenue bonds.

In summary, Ms. Greear referred to the Report on Internal Control on Page 88. She said the Town has a good segregation of duties, our control structure is good, and they found no significant deficiencies or weaknesses.

The Report on Compliance with Commonwealth of Virginia Laws, Regulations, Contracts, and Grants Report looks at budget appropriations, cash and investments, conflicts of interest, our retirement system, our procurement practices, and highway maintenance funds. There were no findings on any of these provisions.

She said Rodefer Moss & Company performed a single audit, meaning the Town received in excess of \$750,000 in federal funding and spent over \$750,000 in government funds. There were no findings in that process. She suggested that Council members take the time to read the notes in the audit, as they provide a lot of information and will help them understand the numbers better. She said Rodefer Moss & Company is available to answer any questions Council may have.

## **AGENDA ITEM 9**

### **TOWN ENGINEER'S REPORT**

Mr. Lawson said Mr. Broskey was unable to attend this evening but had no update to his report from last week.

## **AGENDA ITEM 10**

### **TOWN MANAGER'S REPORT**

#### **a. Budget Amendment – HIDTA Grant**

Mr. Lawson asked Council to approve this amendment to the FY2021-22 Budget to accommodate a HIDTA Grant.

**Motion by Hughes, seconded by Bloomer, that Council approve an amendment to the FY2021-2022 Budget increasing revenues and expenditures in the General Fund by \$1,750.00 for the new HIDTA Grant award covering January 1, 2022 thru June 30, 2022.**

**Motion resulted as follows:**

**Ayes: Bailey, Bloomer, Gilley, Hughes, McKinney**

**Nays: None**

**Abstain: None**

**Absent: Johnson, Lyke**

**b. Resolution 02-2022 – Shared Solar**

Mr. Lawson asked Council to approve this resolution in support of the legislation to expand the Virginia Shared Solar Program to include the Appalachian Power and Old Dominion Power territories of Southwest Virginia.

**Motion by Hughes, seconded by Bloomer, that Council approve Resolution 02-2022 being a resolution asking the Virginia General Assembly to support the proposed legislation to expand the Virginia Shared Solar Program to include the Appalachian Power and Old Dominion Power territories of Southwest Virginia. Motion resulted as follows:**

**Ayes: Bailey, Bloomer, Gilley, Hughes, McKinney**

**Nays: None**

**Abstain: None**

**Absent: Johnson, Lyke**

**c. Projects Update****Audit**

Mr. Lawson thanked the Budget/Finance/Audit Committee for meeting this evening to hear the annual Audit Report from Tamara Greear. He thanked the Town staff who participated in getting all the information together in preparation for the audit.

**Mutual Co-Work Space**

He said we have rented the last vacant space in the Co-Work Space in the Mutual Building.

**Building Business in BSG Challenge**

Mr. Lawson said they held the first 2-hour session of the Building Business in BSG Challenge. They had twenty people in attendance for the meeting which was led by Mountain Empire Community College's (MECC) Small Business Director. He said he and Vicky answered questions throughout the meeting. The meetings will be at the Visitor Center at 6 pm every Monday evening.

**Armory Building**

He said we have finalized the sale of the Armory building to Ballad Health and signed a lease agreement with them for zero dollars to give us time to get all our property out of the building. We will leave the insurance and power in our name during the lease period. He said we are collecting bids to put the new maintenance building on a concrete pad. We will use the building to store equipment.

**Activities in Town**

Mr. Lawson said Youth Basketball started this week. He noted participation is about the same as last year.

He said that all Christmas decorations for the Greenbelt-in-Lights need to be removed by Saturday, January 16<sup>th</sup>.

He said the Polar Plunge and Chilly Chili Cook-off was a great success, with 40 people participating in the Polar Plunge and about 13 different chili's in the cook-off.

**Police Department**

Mr. Lawson said we sent three candidates to the LEOS Academy and two quit first few days. One said he had family obligations and needed to be home. The second candidate said the training was too much like boot camp and was not what he expected. The remaining candidate says he is staying to complete his training.

**WWTP**

Mr. Lawson said the combined rain and snow melt overwhelmed the Wastewater Treatment Plant yesterday. The plant run over capacity for almost 30 hours so some manholes overflowed in the vicinity of the plant. He said all this is due to the I & I, which has been the subject of recent discussions. He said everyone agrees that a lot of the issue involves the Appalachia interconnect. He said we will look at that issue as a potential future project.

**Public Parking**

He has asked Matthew Bright to look at our public parking in Town with the intent to prevent people from using our public parking spaces for their personal parking lot. He said the concept will not go over very well with the public and we may experience some push-back.

**Putt-Putt Course**

Mr. Lawson said he, Matthew Bright, Ray Lane, and Jon Broskey will meet with Philip and Debra Ramsey about getting a concrete pad and other things ready for them to open the Putt-Putt course at Frog Level.

**COVID-19**

He said COVID-19 is running rampant across the whole area. He said every Town department has had at least one case. We had four employees out at one time at the Water Plant. He noted employees are following guidelines regarding social distancing and sanitizing.

**AGENDA ITEM 11****COMMITTEE REPORTS****a. Budget/Finance/Audit Committee**

Councilman Bloomer said the B/F/A Committee met earlier today to hear the complete Audit Report from Tamara Greear of Rodefer Moss & Company. He read the recommendation of the Committee that the Financial Report for the Year Ending June 30, 2021 be accepted as presented.

**The recommendation read by the Chair of the Budget/Finance/Audit Committee constitutes a motion and a second. Motion resulted as follows:**

**Ayes: Bailey, Bloomer, Gilley, Hughes, McKinney**

**Nays: None**

**Abstain: None**

**Absent: Johnson, Lyke**

**AGENDA ITEM 12****COUNCIL COMMENTS AND DISCUSSION**

Councilman Bloomer said Elise Bloomer is planning for a Grand Opening for the 404 Café & Creamery on February 5<sup>th</sup>.

Councilman Hughes thanked all the employees, especially those who worked on the audit preparation. He encouraged the public to be diligent in being safe from COVID-19.

Councilman Gilley agreed that COVID-19 is getting worse and encouraged everyone to be safe.

Vice-Mayor Bailey thanked Town staff for all their work on the audit and the Town crews who worked through the recent bad weather. She said she hopes everyone who is absent tonight because of sickness will be better by the next meeting.

### **AGENDA ITEM 13 ADJOURNMENT**

**Motion by Hughes, seconded by Gilley, that the meeting be adjourned. Motion resulted as follows:**

**Ayes: Bailey, Bloomer, Gilley, Hughes, McKinney**

**Nays: None**

**Abstain: None**

**Absent: Johnson, Lyke**

**Meeting adjourned at 7:05 pm.**

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Minutes Recorded & Transcribed by  
Amanda L. Hawkins–Town Clerk/Treasurer