

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

**COUNCIL CHAMBERS  
505 E. 5<sup>TH</sup> STREET, SOUTH  
BIG STONE GAP, VIRGINIA**

**December 09, 2023**

**6:30 PM**

**AGENDA ITEM 1**

**Call to Order and Roll Call**

Ms. Amanda Hawkins, Town Clerk Treasurer, acting as Chairman Pro Tem until a Mayor is elected by Council, called the meeting to order and stated that all elections and appointments voted on at this meeting would have an effective date of January 1<sup>st</sup> 2026. She then called the roll.

Those Present:

Hon. Robert Bloomer, Councilman  
Hon. Kent Gilley, Councilman  
Hon. Adam Harris, Councilman  
Hon. William Hollinger, Councilman  
Hon. Tyler Hughes, Councilman  
Hon. Gary Johnson, Councilman  
Hon. Crystal Lyke, Councilwoman

Staff Present: Mr. Stephen Lawson, Town Manager  
Mr. Charles Bledsoe, Town Attorney  
Mr. Steve Hamm, Chief of Police  
Ms. Amanda Hawkins, Town Clerk/Treasurer

**AGENDA ITEM 2**

**ELECTION OF MAYOR**

Ms. Hawkins opened the floor for nominations for Mayor. Mr. Bloomer nominated Gary Johnson. No other nominations were made. Ms. Hawkins closed the floor for nominations. She stated Mr. Gary Johnson was elected Mayor by acclamation.

**AGENDA ITEM 3**

**OATH OF OFFICE OF MAYOR**

Ms. Hawkins administered the Oath of Office as Mayor of the Town of Big Stone Gap to Gary Johnson and presented the Gavel to Mayor Johnson.

**AGENDA ITEM 4**

**PRESENTATION OF GAVEL TO NEWLY ELECTED**

Presentation of gavel to newly elected mayor by the Town Clerk/Treasurer.

**AGENDA ITEM 5**

**ELECTION OF VICE-MAYOR**

Mayor Johnson opened the floor for nominations for Vice-Mayor. Mr. Hughes nominated Kent Gilley. Mr. Hollinger nominated Adam Harris. Mayor Johnson asked for any further nominations. Hearing none he closed the floor for nominations.

**Roll Call Vote – Nomination of Kent Gilley****Ayes: Bloomer, Gilley, Hughes, Johnson, Lyke    Nayes: Harris, Hollinger****Abstain: None        Absent: None**

Ms. Hawkins stated that since Mr. Gilley had met and surpassed a majority vote for his nomination there was no reason to call for the vote for Mr. Harris's nomination and Mr. Gilley was elected as Vice-Mayor.

**AGENDA ITEM 6****OATH OF OFFICE OF VICE-MAYOR**

Mayor Johnson administered the Oath of Office as Vice-Mayor of the Town of Big Stone Gap to Kent Gilley.

**AGENDA ITEM 7**

**Consideration to call Closed Meeting for purpose of discussion of appointees of the Town of Big Stone Gap, as provided by Section 2.2-3711(A)(1) of the Code of Virginia for 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, specifically for the purpose of discussion of appointees of the Public Body.**

Closed session was not needed.

**AGENDA ITEM 8****APPOINTMENT OF TOWN CLERK/TREASURER**

Mayor Johnson asked for a motion to appoint the Town Clerk/Treasurer.

**Motion by Hughes, seconded by Gilley, that Amanda L. Hawkins be appointed Clerk/Treasurer of the Town of Big Stone Gap. Motion resulted as follows:**

**Ayes: Bloomer, Gilley, Harris, Hollinger, Hughes, Johnson, Lyke****Nayes: None        Abstain: None        Absent: None****AGENDA ITEM 9****OATH OF OFFICE OF TOWN CLERK/TREASURER**

Mayor Johnson administered the Oath of Office as Clerk/Treasurer of the Town of Big Stone Gap to Amanda L. Hawkins.

**AGENDA ITEM 10****APPOINTMENT OF TOWN MANAGER**

Mayor Johnson asked for a motion to appoint the Town Manager.

**Motion by Hughes, seconded by Bloomer, that Stephen Lawson be appointed Town Manager of the Town of Big Stone Gap. Motion resulted as follows:**

**Ayes: Bloomer, Gilley, Harris, Hollinger, Hughes, Johnson, Lyke****Nayes: None        Abstain: None        Absent: None**

**AGENDA ITEM 11****OATH OF OFFICE OF TOWN MANAGER**

Mayor Johnson administered the Oath of Office as Town Manager of the Town of Big Stone Gap to Stephen Lawson.

**AGENDA ITEM 12****APPOINTMENT OF TOWN ATTORNEY FOR CIVIL MATTERS**

Mayor Johnson asked for a motion to appoint the Town Attorney.

**Motion by Hughes, seconded by Bloomer, that Charles Bledsoe be appointed Town Attorney of the Town of Big Stone Gap for Civil Matters. Motion resulted as follows:**

**Ayes: Bloomer, Gilley, Harris, Hollinger, Hughes, Johnson, Lyke**

**Nayes: None      Abstain: None      Absent: None**

**AGENDA ITEM 13****SET DATE, TIME, AND LOCATION OF COUNCIL MEETINGS.****a. Council Workshop**

Mayor Johnson called for motion to set date, time, and location of Council Workshop Meetings.

**Motion by Hughes, seconded by Bloomer, that Council set the date, time, and location of the Council Workshop on the 1<sup>st</sup> Tuesday of each month, at 6:30 pm, at 505 East 5<sup>th</sup> Street South, Big Stone Gap, VA. Motion resulted as follows:**

**Ayes: Bloomer, Gilley, Harris, Hollinger, Hughes, Johnson, Lyke**

**Nayes: None      Abstain: None      Absent: None**

**b. Regular Council Meeting**

Mayor Johnson called for motion to set date, time, and location of Regular Council Meeting.

**Motion by Hughes, seconded by Bloomer, that Council set the date, time, and location of the Regular Council Meeting on the 2<sup>nd</sup> Tuesday of each month, at 6:30 pm, at 505 East 5<sup>th</sup> Street South, Big Stone Gap, VA. Motion resulted as follows:**

**Ayes: Bloomer, Gilley, Harris, Hollinger, Hughes, Johnson, Lyke**

**Nayes: None      Abstain: None      Absent: None**

**AGENDA ITEM 14****RESOLUTION 01-2026 - SIGNATORY AUTHORITY**

Mayor Johnson called for motion to adopt Resolution 01-2026 granting signatory authority to transact corporate business within the banks to Stephen Lawson – Town Manager, Amanda L. Hawkins – Town Clerk/Treasurer, and Gary P. Johnson – Mayor, and further requiring all banking business to contain two out of the three authorized signatures.

**Motion by Hughes, seconded by Gilley, that Council approve Resolution 01-2026 granting signatory authority to transact corporate business within the banks to Stephen Lawson – Town Manager, Amanda L. Hawkins – Town Clerk/Treasurer, and Gary P. Johnson –**

**Mayor, and further requiring all banking business to contain two out of the three authorized signatures. Motion resulted as follows:**

**Ayes: Bloomer, Gilley, Harris, Hollinger, Hughes, Johnson, Lyke**

**Nayes: None      Abstain: None      Absent: None**

#### **AGENDA ITEM 15**

#### **RESOLUTION 02-2026 – ELECTRIC BANKING SIGNATORY AUTHORITY**

Mayor Johnson asked for motion to adopt Resolution 02-2026 granting electric banking signatory allowing one signature of the three designated Town Officials authorized to conduct corporate business with banking institutions for any electronic banking transaction not to exceed \$250,000 for a single transaction.

**Motion by Hughes, seconded by Gilley, that Council approve Resolution 02-2026 granting electric banking signatory allowing one signature of the three designated Town Officials authorized to conduct corporate business with banking institutions for any electronic banking transaction not to exceed \$250,000 for a single transaction. Motion resulted as follows:**

**Ayes: Bloomer, Gilley, Harris, Hollinger, Hughes, Johnson, Lyke**

**Nayes: None      Abstain: None      Absent: None**

#### **AGENDA ITEM 16**

#### **COUNCIL COMMENTS**

Councilman Hollinger said congratulations to everyone.

Councilwoman Lyke said congratulations to all.

Councilman Harris said thanks to everyone, and he was excited to work with Council. He thanked Aaron and Nancy for everything, and he looks forward to carrying the torch and finishing everything they started.

Councilman Hughes congratulated Mayor and Vice-Mayor and welcomed Councilman Harris and Councilman Hollinger and said he was looking forward to having them on the Council. He said he was excited to see what the future holds and it looks very bright for Big Stone Gap and thanked all employees and wished everyone a Merry Christmas and a Happy New Year.

Mayor Johnson said he looks forward to working with everyone and to continue the job we have been doing and move in the right direction. He said he will miss Aaron and Nancy.

Vice-Mayor Gilley wished everyone a Merry Christmas and reminded everyone that next Tuesday was the employee Christmas lunch at 12 Noon in the Gym.

Councilman Bloomer said congratulation to Gary and Kent. He told Adam and Turk that he can't wait to work with them and wished everyone a Merry Christmas.

**AGENDA ITEM 17**  
**ADJOURNMENT**

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

**Ayes: Bloomer, Gilley, Harris, Hollinger, Hughes, Johnson, Lyke**  
**Nayes: None      Abstain: None      Absent: None**

**Meeting adjourned 7:47 pm.**

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