

City Council Meeting Packet



February 21, 2017

AGENDA

Norton City Council

February 21, 2017

6:00 P.M.

1. Roll Call
2. Invocation – Boy Scout Troop 301
3. Pledge of Allegiance
4. Approval of Minutes
 1. Meeting of February 7, 2017
5. Audience for Visitors
6. Public Hearing:
 - A. A Public Hearing to Solicit Input Public Input on Local Community Development and Housing Needs in Relation to Community Development Block Grant (CDBG) Funding for a Project in the City.
 1. Public Hearing
7. New Business
 - A. Resolution in Support of the Thomas Jefferson Dark Skies Park Designation.
 - B. Request by Norton City Schools to Consider Budget Amendment for Encumbrances of Local Carryover Funds from the FY16 Fiscal Budget in the Amount of \$2,654.00.

- C. Request to Advertise A Public Hearing for Financial Encumbrances for the General Operating Fund in the Amount of \$97,171 for the Year Ending June 30, 2016.
 - D. Consideration of Additional Funding for the Norton Rescue Squad.
 - E. A Request to Refund Erroneously Assessed Real Estate Taxes.
 - F. Resolution in Support of Working Collaboratively with the Counties of Wise, Lee, Scott, and Dickenson to Develop a Plan for Regional Economic Development Efforts.
 - G. Confirmation of a Check(s)/Transfer(s) in Excess of \$100,000.
 - H. Closed Meeting for Discussion or Consideration of the Acquisition of Real Property for a Public Purpose, or of the Disposition of Publically Held Real Property, Where Discussion in an Open Meeting Would Adversely Affect the Bargaining Position or Negotiating Strategy of the Public Body as Per Section 2.2-3711 (A) (3) of the City of Virginia, as Amended.
8. Comments by the City Manager, City Attorney, and City Council.
9. Adjournment.

The regularly scheduled meeting of the Norton City Council was held on Tuesday, February 7, 2017, at 6:00 p.m., in the Municipal Council Chambers with Mayor William Mays presiding.

Present: Mark Caruso, William Mays, Joseph Fawbush, Robert Fultz, Jr., and Dee Belcher

Also Present: Fred L. Ramey, Jr., City Manager, and Bill Bradshaw, City Attorney

The invocation was given by Pastor Ken Taylor and was followed by prayer led by Life Scout Chaplain Dominic Sluss, of Boy Scout Troop 301, and the Pledge of Allegiance led by Troop 301. Troop 301 then recited the Scout's Oath, Law, and Outdoor Code for Council.

Mayor Mays then thanked the Boy Scout Troop 301 for the work they do for the community.

Upon a motion by Councilman Caruso, seconded by Councilman Fawbush, and passed by unanimous vote, Council moved to adopt the minutes of the January 17, 2017, meeting as corrected by the clerk.

There was no one present for the Audience for Visitors.

Dr. Scott Hamilton, President of Mountain Empire Community College, spoke briefly to Council giving them an update on the activities at the college. He discussed student enrollment, the current budget, and various grants the college had received. He stated that enrollment is slightly down and there is an expected budget shortfall due to state cutbacks. He said the college will be able to absorb the budget shortfall due to pre-planning by College Administration. He then said the college has partnered with Flatwoods Job Corps and the Town of Big Stone Gap on a Power Grant and will be offering a Power Lineman Program at the Job Corps facility in Coeburn. The college has also partnered with Wise County and Frontier Secure to train the area's workforce for jobs at Frontier's company. At this time, Dr. Hamilton handed out flyers on an online class being offered in Geographic Information Systems (GIS) and a campus class being offered in Cyber Security. Dr. Hamilton stated overall the college is doing well and that this will be his last report to Council due to his pending retirement June 30, 2017. He said Mountain Empire Community College has been the best school he has ever worked at and that he appreciates Council's support.

Mayor Mays thanked Dr. Hamilton for his presentation and wished him the best in his upcoming retirement.

Mr. Ramey advised that Council has recently worked with Dr. Wally Smith, a biology professor at the University of Virginia's College at Wise, to establish a Green Salamander Sanctuary in November 2016, at Flag Rock Recreation Area. As part of this effort, Council was also interested in placing an educational kiosk on the Green Salamander at the site to inform visitors of how the Green Salamander was found at Flag Rock and the uniqueness of the salamander. As a result, Eagle Scout Candidate Isaac Meade of Boy

Scout Troop 301 was in attendance to ask Council's permission to build a kiosk at the Green Salamander Sanctuary as part of his Eagle Scout Project.

At this time, Dr. Smith came forward and informed Council that one of the students who had conducted research on the Green Salamander at the sanctuary site will be having his/her research published, and it will be the first, large publication on this species of salamander. He then thanked Council for the sanctuary designation and advised that he and his students have been working on draft signage about the Green Salamander for the site. Dr. Smith then advised that Mr. Meade will speak with Council about the kiosk he is proposing.

Eagle Scout Candidate Isaac Meade advised that he is requesting Council's permission to build an information kiosk for the Green Salamander Sanctuary as part of his Eagle Scout Project. He said he plans to design, build, and demonstrate leadership skills to fellow scouts. His goal is to provide a community service project beneficial to the City of Norton and to everyone who visits Flag Rock Recreation Area. He explained his proposed project is a two panel kiosk that will provide information on the Green Salamander Sanctuary and a bulletin board to notify visitors of upcoming events at Flag Rock Recreation Area. The proposed kiosk was designed by Dr. Wally Smith and Troop 301 Leader Mr. Teddy Huff and approved by a Troop Committee as his community service project to obtain rank of Eagle Scout. Troop Leader Huff will serve as the construction supervisor and he will maintain a safe working environment for scouts and volunteers. Once the kiosk is completed Mr. Meade will make a formal presentation to Council on behalf of the Troop Committee.

Councilman Caruso thanked Mr. Meade for selecting this project as his Eagle Scout assignment, and upon a motion by Councilman Caruso, seconded by Councilwoman Belcher, and passed by unanimous vote, Council moved to approve the request to build an informational kiosk at the Green Salamander Sanctuary in Flag Rock Recreation Area.

Councilman Fawbush asked Mr. Meade if he had a cost estimate for the construction of the kiosk.

Mr. Meade advised he estimated the material costs to be between \$1,000 to \$1,500 and that anyone wishing to make monetary donations to the project could contact Troop Leader Huff.

At this time, Mayor Mays signed documentation to authorize Eagle Scout Candidate Isaac Huff to move forward with his community service project to build an informational kiosk in Flag Rock Recreation Area.

Councilman Caruso thanked the group of young men in attendance for being scouts and for representing their community.

Mr. Ramey advised Council had received their first request from the Heart of Appalachia Tourism Authority to use the City's "Woodbooger" Service Mark for the purpose of naming a motorcycle route. He said Executive Director Kitty Barker is changing motorcycle routes and names and she would like to rename the 75 mile route "Woodbooger" Run.

The City Attorney advised that requests to use "Woodbooger" should be granted through a license and asked that the City be recognized as "used with permission" to protect the City's service mark.

Mayor Mays requested if Council approves the request, he would like for the motion to include that the City Attorney is to draft the license which includes the terms that the “Woodbooger” service mark is used with permission of the City of Norton.

Upon a motion by Councilman Fawbush, seconded by Councilman Fultz, and passed by unanimous vote, Council moved to approve Heart of Appalachia Tourism Authority’s request to use “Woodbooger” in the naming of a motorcycle run with the City Attorney to draft the license to include the language “used with permission by the City of Norton.”

Mr. Ramey advised that the City is working under a planning grant through the Virginia Department of Housing and Community Development reviewing the City’s downtown to create a masterplan to revitalize the City’s downtown. This effort will hopefully lead to implementation of a Community Development Block Grant. As part of the process, the City is required to hold two public hearings. Mr. Ramey requested authorization to advertise the first public hearing at 6:00 p.m., on Tuesday, February 21, 2017. The first public hearing will allow citizens to make suggestions for other projects for Council to consider. The second public hearing will be to determine which project to apply for funding.

Upon a motion by Councilman Caruso, seconded by Councilwoman Belcher, and passed by unanimous vote, Council moved to authorize the City Manager to advertise the first public hearing.

Council had one transfer to confirm. This transfer was to Norton City Schools, dated December 16, 2016, in the amount of \$200,000 to cover payroll expenditures.

Upon a motion by Councilman Fawbush, seconded by Councilman Caruso, and passed by the following unanimous roll call vote: YES – Caruso, Fultz, Fawbush, Belcher, Mays, NO – None, ABSENT – None, Council moved to confirm the transfer to Norton City Schools as stated above.

Upon a motion by Councilwoman Belcher, seconded by Councilman Fultz, and passed by unanimous roll call vote, Council moved to go into closed meeting to discuss personnel as per Section 2.2-3711 (A) (1) of the Code of Virginia, as amended, and discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publically held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body as per Section 2.2-3711 (A) (3) of the Code of Virginia, as amended.

Mayor Mays declared Council in closed meeting.

Upon a motion by Councilman Fawbush, seconded by Councilwoman Belcher, and passed by unanimous vote, Council moved to go back into open meeting.

Mayor Mays declared Council back in open meeting.

The Clerk polled each member of Council as to the Certification of Closed Meeting with each answering yes. The Clerk then read a Resolution of the Certification of Closed Meeting.

Upon a motion by Councilman Caruso, seconded by Councilman Fultz, and passed by the following unanimous roll call vote: YES – Caruso, Fultz, Fawbush, Belcher, Mays,

NO – None, ABSENT – None, Council moved to adopt A Resolution of the Certification of Closed Meeting. (Insert)

Mayor Mays opened the floor for nominations to the Norton Redevelopment and Housing Authority for a four-year term to expire on January 28, 2021.

Councilwoman Belcher nominated Margaret McAfee to be reappointed to the Norton Redevelopment and Housing Authority Board for a four-year term to expire on January 28, 2021.

Upon a motion by Councilman Caruso, seconded by Councilman Fultz, and passed by unanimous vote, Council moved that the nominations cease.

Mayor Mays declared Margaret McAfee reappointed to the Norton Redevelopment and Housing Authority Board for a four- year term to expire on January 28, 2021.

Mayor Mays opened the floor for nominations to the Building Code Board of Appeals for a five-year term to expire on January 17, 2022.

Councilman Caruso nominated Mike Ball to be reappointed to the City’s Building Code Board of Appeals for a five-year term to expire on January 17, 2022.

Upon a motion by Councilman Fawbush, seconded by Councilwoman Belcher, and passed by unanimous vote, Council moved that the nominations cease.

Mayor Mays declared Mike Ball reappointed to the Building Code Board of Appeals for a five-year term to expire on January 17, 2022.

Mayor Mays opened the floor for four nominations to the Norton Highway Safety Commission for two-year terms to expire on January 31, 2019.

Councilman Fultz nominated Fred McConnell and Gary Call to be reappointed and Joshua Ball and Cody McElroy to be appointed to the Norton Highway Safety Commission for two-year terms to expire on January 31, 2019.

Upon a motion by Councilman Fawbush, seconded by Councilwoman Belcher, and passed by unanimous vote, Council moved that the nominations cease.

Mayor Mays declared Fred McConnell and Gary Call reappointed and Joshua Ball and Cody McElroy appointed to the Norton Highway Safety Commission for two-year terms to expire on January 31, 2019.

Vice Mayor Fawbush opened the floor for two nominations to the Norton Rescue Squad Board of Directors for a one-year term to expire on February 1, 2018.

Councilman Fawbush nominated Mark Caruso to be reappointed and William Mays to be appointed to the Norton Rescue Squad Board of Directors for one-year terms to expire on February 1, 2018.

Upon a motion by Councilman Fultz, seconded by Councilwoman Belcher, and passed by the following vote: YES – Fultz, Fawbush, Belcher, NO – None, ABSENT – None, ABSTAIN – Caruso, Mays, Council moved that the nominations cease.

Vice Mayor Fawbush declared Mark Caruso reappointed and William Mays appointed to the Norton Rescue Squad Board of Directors for one-year terms to expire on February 1, 2018.

In comments from the City Manager, Mr. Ramey advised the following:

The Downtown Design Workshop has been rescheduled to 5:30 p.m., Wednesday, February 22, 2017 in the City Council Chambers.

Mr. Ramey handed out a proposed resolution in support of the Thomas Jefferson Dark Skies Park Designation for the Bark Camp Lake Recreation Area. He will place this draft resolution on the agenda for Council's next meeting.

He requested a short workshop meeting on a Saturday morning to discuss the budget process and to set dates and schedules for the budget.

Council was in agreement to meet at 8:00 a.m., Saturday, February 11, 2017, in Council Chambers.

Mayor Mays asked Fred to place a reminder on the City Manager Report he emails to Council on Friday.

There were no comments by the City Attorney.

In comments from Council:

Councilman Caruso had no comments.

Councilman Fultz remarked it was wonderful to have the boy scouts attend tonight's meeting and the kiosk Eagle Scout Candidate Isaac Meade proposes to build will add value to the Green Salamander site.

Councilwoman Belcher said it was delightful to see the young Boy Scouts growing up and heading down the correct path.

She added there are a lot of job openings in the field of Cyber Security and she encourages everyone to attend the classes Mountain Empire Community College is offering in this field of study.

Councilwoman Belcher advised she had another meeting on the same day as the City's rescheduled Downtown Design Workshop and would attend the workshop as soon as the Planning District One meeting adjourned.

Councilman Fawbush said he appreciates the Boy Scouts attending the Council meeting and he attributes their conduct to positive role models. He credits Scout Leader Teddy Huff and his assistants for being a positive influence in these young boys' lives.

Mayor Mays remarked that our youth are our future and how we prepare our youth determines our future.

There being no further business to come before Council, the meeting adjourned.

CITY OF NORTON, VIRGINIA

William Mays, Mayor

ATTEST:

Rebecca K. Coffey, Clerk of Council

NOTICE OF PUBLIC HEARING

The City of Norton will conduct a public hearing on **Tuesday, February 21, 2017, at 6:00 p.m.**, in the City Council chambers, 618 Virginia Avenue NW, Norton, to solicit public input on local community development and housing needs in relation to Community Development Block Grant (CDBG) funding for a project in the City.

Information on the amount of funding available, the requirements on benefit to low- and moderate-income persons, eligible activities, and plans to minimize displacement and provide displacement assistance, as necessary, will be available. Citizens will also be given an opportunity to comment on Norton's past use of CDBG funds. All interested citizens are urged to attend. For additional information, contact Mr. Fred Ramey, Norton City Manager, at (276) 679-1160.

Complaints and grievances can be submitted in writing to the City Manager's office at Norton City Hall, 618 Virginia Avenue NW, Norton VA 24273, or by phone at (276) 679-1160, until the date of the hearing.

If you plan to attend and have any special needs requirements, please call the number listed above.

The following notice is to be published as a *non-legal (display) advertisement* in the **Tuesday, February 14th edition** of the *Coalfield Progress*.

NOTICE OF PUBLIC HEARING

The City of Norton will conduct a public hearing on Tuesday, February 21, 2017, at 6:00 p.m., in the City Council chambers, 618 Virginia Avenue NW, Norton, to solicit public input on local community development and housing needs in relation to Community Development Block Grant (CDBG) funding for a project in the City.

Information on the amount of funding available, the requirements on benefit to low- and moderate-income persons, eligible activities, and plans to minimize displacement and provide displacement assistance, as necessary, will be available. Citizens will also be given an opportunity to comment on Norton's past use of CDBG funds. All interested citizens are urged to attend. For additional information, contact Mr. Fred Ramey, Norton City Manager, at (276) 679-1160.

Complaints and grievances can be submitted in writing to the City Manager's office at Norton City Hall, 618 Virginia Avenue NW, Norton VA 24273, or by phone at (276) 679-1160, until the date of the hearing.

If you plan to attend and have any special needs requirements, please call the number listed above.

Resolution In Support of the Thomas Jefferson Dark Skies Park Designation

WHEREAS, the Thomas Jefferson National Forest, Clinch District, Bark Camp Lake area has been identified as a suitable location in central Appalachia Virginia to be an applicant for International Dark Sky park designation so as to bolster awareness of the night sky objects such as the moon, planets, stars and the Milky Way by the population of the region with help of amateur astronomers, scouting organizations, community business, technology, civic and conservation groups; and,

WHEREAS, local government must play a role in providing support to the Bark Camp Lake Dark Skies application by expanding constituent awareness of the harmful effects of inadequate outdoor lighting fixtures that contribute to night sky pollution and inhibit the youngest among us from seeing and learning more about astronomy and the human connection to the Milky Way Galaxy; and,

WHEREAS, local scouts have pressed forward a timeline to utilize Bark Camp Lake for quarterly observations of the night sky and to invite members of the community to an annual Thomas Jefferson Dark Sky Festival to celebrate, educate, and expand knowledge of nature with the assistance of professional and amateur astronomers; and,

WHEREAS, Boy Scouts of America Eagle Scout candidate Daniel Rose has conducted a light study of the Thomas Jefferson National Forest, Clinch District, Bark Camp Lake area using a calibrated light meter to determine the adequacy of darkness for the area to serve as an International Dark Skies Association designated spot within the Commonwealth of Virginia's central Appalachian Mountains; and,

WHEREAS, the Coeburn, Virginia Scout Troop has undertaken a study of the Thomas Jefferson National Forest, Clinch District, Bark Camp

Lake area, including the support structures to retrofit outdoor light fixtures so as to ensure that they do not inhibit the dark skies for observation, particularly during designed observation times; and,

WHEREAS, leaders of the Boy Scouts of America intend to erect markers at Bark camp Lake about the would-be Dark Sky Park designation, post audio-video promotion of the Bark Camp Lake Dark Sky Park site and associated area encompassed by the Thomas Jefferson Scenic Byway Loop on the internet, and conduct other public outreach through presentations, media promotion, tourist organizations and the like;

NOW, THEREFORE, LET IT BE RESOLVED that the Norton City Council, endorse, support and advance the application for the Thomas Jefferson National Forest, Clinch District, Bark Camp Lake Dark Skies Park application advanced by the Coeburn Boy Scout Troop 301 and express the commitment to reduce light glare to the night skies in our municipality; and,

RESOLVED, our community respectfully calls upon the International Dark Skies Association epistemic reviewers to grant favorable consideration to the application of Bark Camp Lake Dark Skies Park being advanced by Boy Scout Troop 301 of Coeburn, Virginia, United States; and,

RESOLVED, that this governmental entity shall seek to further manifest and expand support for an annual Thomas Jefferson Dark Skies Festival in promotional materials advanced by our community to attract visitors to the area to study the dark skies of central Appalachia, but also benefit from better cultural understanding and interaction with those who may visit from throughout the United States and from other locations on our shared planet; and,

BE IT FURTHER RESOLVED that this resolution be executed and certified to be shared with the International Dark Skies Association

application review board, the Thomas Jefferson National Forest Clinch District Ranger, and members of the United States Congress representing the area along with the state legislative delegation for same.

ADOPTED this 21st day of February, 2017.

CITY OF NORTON, VIRGINIA

William J. Mays, Mayor

ATTEST:

Clerk

SCHOOL BOARD
Sherry Adams, Chairperson
Mark Leonard, Vice-Chairperson
Carol Caruso
April Fletcher
Joseph Stallard



INTERIM DIVISION SUPERINTENDENT
Gina J. Wohlford
gwohlford@nortoncitieschools.org
Phone 276.679.2330
Fax 276.679.4315

February 13, 2017

Mr. Fred L. Ramey, Jr.
City Manager
618 Virginia Ave., NW
Norton, VA 24273

Re: 2016-2017 Supplemental Appropriation Request

Mr. Ramey:

The Norton City School Board requests a supplemental appropriation in the following amount:

Fund 001-General Operating Fund	
2015-2016 Local Carryover Funds (Encumbered Amount)	\$2,654.00
Please contact me if additional information is needed.	

Sincerely,

Gina J. Wohlford
Interim Superintendent

Encumbrances
30-Jun-16

Description (Vendor)	<u>Amount</u>	
Fireworks Display (Pyrotecnico)	\$ 6,000	Parks and Recreation
Safe Routes to School (Local Funding)	\$ 91,171	Street Department
	<hr/>	
Total	<u>\$ 97,171</u>	



February 22, 2017

NOTICE OF PUBLIC HEARING

The City Council of the City of Norton, Virginia will hold a public hearing on Tuesday, March 7, 2017 at 6:00 p.m. in the Municipal Council Chambers located at 618 Virginia Avenue, N.W., Norton, Virginia. The purpose of the hearing is to consider financial encumbrances for the year ended June 30, 2016 in the amount of \$97,171 for the General Operating Fund. A detailed listing of the encumbrances will be available for inspection Monday through Friday between 8:30 A.M. and 5:00 P.M. in the City Manager's Office or available at www.nortonva.gov. All attendance and comments at the meeting are encouraged and welcome.

Fred L. Ramey, Jr.

City Manager

This institution is an equal opportunity provider and employer.

TO THE COALFIELD:

Please run in the Friday, February 24th and the Tuesday, February 28th editions of the Coalfield.



Inter-Office Memo

To: Mayor and City Council
From: Fred L. Ramey, Jr., City Manager *FR*
CC:
Date: February 17, 2017
Re: Additional Funding for the Norton Rescue Squad

In the FY17 City Budget, City Council appropriated \$25,000 to assist the Norton Rescue Squad. At this meeting, the City Administration will provide City Council with an update on those funds as well as a request for City Council's consideration for additional funding.

Thank You.



Judy K. Miller
 Commissioner Of The Revenue
 City of Norton

P.O. Box 347
 Norton, Virginia 24273-0347

Phone (276) 679-0031
 Fax (276) 679-3510

Date: February 2, 2017

To: Barbara Muir
 Treasurer, City of Norton

From: Judy K. Miller *JKM*
 Commissioner of the Revenue

Subject: Justin Leach/2016 Real Estate Tax
 311 Colony Court
 Norton, Va 24273

<u>Name</u>	<u>Year</u>	<u>Reasoning</u>	<u>Refund Amt.</u>
Justin Leach	2016	Clerical Error due to Sq. Footage	\$114.30
Square footage/Blue Ridge Appraisal:	1740	Tax Amt:	\$2097.90
Square footage/Mason Appraisal	1713	Tax Amt:	<u>-1983.60</u>
			\$144.30

If you need any additional information, please let me know.

Thanks.

cc: Fred Ramey
 City Manager

RESOLUTION

WHEREAS, there exists a recognition among the legislative leaders and economic development professionals of Southwest Virginia that there exists a need for a new strategy for economic development within the counties of far Southwest Virginia; and

WHEREAS, the Virginia General Assembly is working to establish a vehicle to market the counties of far Southwest Virginia for the purpose of economic development, job creation, and also a desire that the localities within far Southwest Virginia develop a strategy for possible revenue sharing and cost sharing for projects of mutual economic development interests; and

WHEREAS, there exists localities that share similar interest in attracting and growing economic and business opportunities and who also share various resources, encompassing the LENOWISCO Planning District areas of the City of Norton, Lee, Scott and Wise Counties, along with neighboring Dickenson County; and

WHEREAS, the above named localities recognize the need to mobilize resources, business and community leaders, and partners in education and government, in generating new ideas and advancing policies which help secure a future of expanding opportunity for the citizens of far Southwest Virginia; and

WHEREAS, the above named localities agree there exists an immediate and imperative need for regional cooperation to increase the diversity and availability of job opportunities for their citizens through collaborative economic development efforts; and

WHEREAS, the above named localities see great benefit in establishing either a regional authority or joint authority that best fulfills the mission to be embarked upon; and

WHEREAS, the City of Norton embraces the concept of creating such a regional or joint authority.

NOW, THEREFORE, LET IT BE RESOLVED that the City Council of the City of Norton, Virginia adopts this resolution in support of working collaboratively with the counties of Wise, Lee, Scott and Dickenson to develop a plan for regional economic development efforts.

ADOPTED this 21st day of February, 2017.

CITY OF NORTON, VIRGINIA

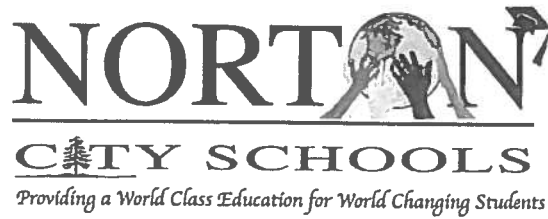
William J. Mays, Mayor

ATTEST:


Clerk

SCHOOL BOARD

Sherry Adams, Chairperson
Mark Leonard, Vice-Chairperson
Carol Caruso
April Fletcher
Joseph Stallard

**DIVISION SUPERINTENDENT**

Keith Perrigan, Ed.D.
kperrigan@nortoncityschools.org
Phone 276.679.2330
Fax 276.679.4315

TO: Jeff Shupe, Director of Finance
FROM: Tamrya Spradlin, Supervisor of Finance 
SUBJECT: Request For Funds
DATE: January 27, 2017

Norton City Schools requests a deposit of City Funds in the amount of \$100,000 to cover January 31, 2017 payroll expenditures.

Thank you!