

Town Council Regular Meeting September 13th, 2022

The Altavista Town Council held their September 2022 Regular Meeting in Council Chambers of the Town Hall/J.R. Burgess Municipal Building, 510 Seventh Street, on Tuesday, September 13th, at 6pm.

1. At six o'clock p.m., Mayor Mike Mattox called the regular meeting to order and presided.

Council Members

Present: Vice Mayor Reginald Bennett (entered meeting at 6:20pm)
Mr. Tracy Emerson
Mr. Timothy George
Dr. Scott Lowman
Mayor Michael Mattox
Mr. Wayne Mitchell

Absent: Mr. Jay Higginbotham

Town Staff present: Mr. Gary Shanaberger, Town Manager
Mrs. Tobie Shelton, Treasurer/Finance Director
Mr. Thomas Merricks, Altavista Chief of Police
Mr. Tom Fore, Public Services Director
Ms. Sharon D. Williams, Community Development Director
Mr. Jeff Arthur, Public Works Manager
Mr. John Eller, Town Attorney
Mrs. Crystal Hailey, Assistant Town Clerk

Pastor Sam Knaus, First Southern Baptist Church, gave the invocation for this evening.
After the invocation, Mayor Mike Mattox led the meeting in the Pledge of Allegiance.

2. Agenda Adoption

Mayor Mattox asked Town Council if they had any questions, comments, or concerns in regard to the September 13th meeting agenda, to which there were none.

Councilman Wayne Mitchell made a motion, seconded by Councilman Tracy Emerson, to approve the September 13, 2022, Altavista Town Council Meeting Agenda as presented.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mr. Tim George	Yes
	Mayor Mike Mattox	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

3. Recognitions and Presentations

A. Town of Altavista Personnel Changes - August 2022

Milestone(s):

None to report for August

New Hire Listing:

Esteban Morales	Public Works	Maintenance Worker
Jody Rowland	Public Works	Maintenance Worker

Departure Listing:

Melinda Taylor	Water Department
Isaac Gratto	Water/WW Departments
Michael Nava	Public Works

4. Citizen's Time

Ms. Evelyn Vaden, Lynch Station, came before Council and expressed some concerns she had regarding the sports practice fields at English Park.

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Ms. Vaden informed everyone that she had been a part of little league sports for twenty-two years, and she believed that the English Park practice fields needed to be updated to accommodate the increase of teams that hold practices there.

Ms. Vaden asked Town Council to consider the following:

- Increased lighting at the main (large) field, for evening practices
- Defer “thru traffic” to the other side of the field, next to the river – in an effort to keep the bathroom area safer for kids to cross the parking lot
- Regarding design/redesign of the practice fields:
 - More space is needed to accommodate all practice teams; consider expanding to back fields
 - Football goal posts: appreciated, but not necessary

When Ms. Vaden was finished giving her input on this matter, Mayor Mattox thanked her for her time and attending the meeting.

There were no other citizens to come before Town Council on this date.

5. Town/Community Partner Updates

There were no Town Partner updates presented at this meeting

6. Consent Agenda

- FY2022 Carryover Requests
- FY2022 Budget Amendments & Departmental Transfers
- State Hwy Route 29 Guide Signs for Altavista Attractions
- Purchase of Real Property – for ARS Program
- Town Council Meeting Minutes
 - Town Council Regular Meeting 6.14.22
 - Town Council Work Session 6.28.22
 - Town Council Regular Meeting 7.12.22
 - Town Council Work Session 7.26.22
- TOA Monthly Financial Reports – August 2022

Mayor Mattox asked Town Council if they had any questions, comments, or concerns in regard to the September 13th Consent Agenda, to which there were none.

Councilman Tim George made a motion, seconded by Councilman Scott Lowman, to approve the September 13, 2022, Council Meeting Consent Agenda as presented.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mr. Tim George	Yes
	Mayor Mike Mattox	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

7. Public Hearings

The following items require a vote from Town Council whether to approve or deny the request.

A. Consideration of Ordinance Authorizing the Issuance of Bonds

Background:

Over the past several months, the Altavista Town Council has been considering borrowing funds to finance capital improvements related to the town's water and sewer systems. The Town was assisted in analyzing potential options by their financial advisor, Davenport.

Town Manager Gary Shanaberger stated that the proposed issuance of bonds would allow the town to borrow a maximum principal amount of \$11,600,000; for the purpose of financing capital improvements to Altavista's water and sewer infrastructure.

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Mr. Shanaberger stated that RT Taylor, Davenport, was present to provide an update on the Bank RFP results, and to offer a comparison analysis for the borrowing.

Mayor Mattox opened the public hearing at 6:06pm.

With no questions from the audience, the Mayor closed the public hearing at 6:07pm.

Mayor Mattox asked Town Council if they had any questions, to which there were none.

Councilman Wayne Mitchell made a motion, seconded by Councilman Scott Lowman, to approve the Town's request to move forward with an issuance of bonds in a maximum amount of \$11,600,000; for the purpose of financing continued capital improvements to the town's water and sewer infrastructure.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mr. Tim George	Yes
	Mayor Mike Mattox	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

At this time, Community Development Director Sharon D. Williams presented Town Council with the next five public hearings pertaining to Zoning Ordinance amendments. She stated, while each required a separate vote, she asked for the items to be discussed together, and the Mayor agreed to allow.

Ms. Williams stated these matters were brought to light as a result of an existing business owner inquiring if there were any limitations to how tall they could have a flagpole in front of their business. She informed Council that, after reviewing the Town Code with the Town Attorney, John Eller, they realized the code did not currently address the matter.

Ms. Williams stated, after working with the Town Attorney regarding this issue, the Planning Commission was recommending the following changes be made to Altavista's Zoning Ordinance. She informed Council that the items had been advertised as required.

B. Ordinance Amendment #OA-22-01 - Flagpoles in R-1

To amend *Sec. 86-139* of the Zoning Ordinance, to remove flagpoles from exempt structures, to establish a maximum height of thirty-five feet (35'), and to establish a process whereby additional height may be granted through a Special Use Permit.

Mayor Mattox opened the public hearing at 6:11pm.

With no questions from the audience, the Mayor closed the public hearing at 6:12pm.

Mayor Mattox asked Town Council if they had any questions, to which there were none.

Councilman Wayne Mitchell made a motion, seconded by Councilman Tracy Emerson, to approve the aforementioned request for a text amendment to *Section 86-139* of the Altavista Zoning Ordinance.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mr. Tim George	Yes
	Mayor Mike Mattox	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

C. Ordinance Amendment #OA-22-02 - Flagpoles in R-2

To amend *Sec. 86-199* of the Zoning Ordinance to remove flagpoles from exempt structures to establish a maximum height of thirty-five feet (35') and establish a process whereby additional height may be granted through a Special Use Permit.

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Mayor Mattox opened the public hearing at 6:13pm.

With no questions from the audience, the Mayor closed the public hearing at 6:14pm.

Mayor Mattox asked Town Council if they had any questions, to which there were none.

Councilman Scott Lowman made a motion, seconded by Councilman Tim George, to approve the aforementioned text amendment to *Sec. 86-199* of the Altavista Zoning Ordinance.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mr. Tim George	Yes
	Mayor Mike Mattox	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

D. Ordinance Amendment #OA-22-03 - Flagpoles in C-1

To amend *Sec. 86-327* of the Zoning Ordinance to establish a maximum height of thirty-five feet (35') for flagpoles and establish a process whereby additional height may be granted through a Special Use Permit.

Mayor Mattox opened the public hearing at 6:14pm.

With no questions from the audience, the Mayor closed the public hearing at 6:15pm.

Mayor Mattox asked Town Council if they had any questions, to which there were none.

Councilman Wayne Mitchell made a motion, seconded by Councilman Tracy Emerson, to approve staff's request for the aforementioned text amendment to *Sec. 86-327* of Altavista's Zoning Ordinance.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mr. Tim George	Yes
	Mayor Mike Mattox	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

E. Ordinance Amendment #OA-22-04 - Flagpoles in C-2

To amend *Sec. 86-356* of the Zoning Ordinance to establish a maximum height of forty feet (40') for flagpoles and establish a process whereby additional height may be granted through a Special Use Permit.

Ms. Williams stated, for informational purposes, that C-2 covered Altavista's Downtown Revitalization Overlay (DRO).

Mayor Mattox opened the public hearing at 6:16pm.

With no questions from the audience, the Mayor closed the public hearing at 6:17pm.

Mayor Mattox asked Town Council if they had any questions, to which there were none.

Councilman Wayne Mitchell made a motion, seconded by Councilman Tracy Emerson, to approve the aforementioned request for a text amendment to *Sec. 86-356* of Altavista's Zoning Ordinance.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mr. Tim George	Yes
	Mayor Mike Mattox	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

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F. Ordinance Amendment #OA-22-05

To amend Sec. 86-388 of the Zoning Ordinance to establish a maximum height of forty-five feet (45') for flagpoles in the M-Industrial District; and establish a process whereby additional height might be granted through a Special Use Permit.

Mayor Mattox opened the public hearing at 6:17pm.

With no questions from the audience, the Mayor closed the public hearing at 6:18pm.

Mayor Mattox asked Town Council if they had any questions, to which there were none.

Councilman Scott Lowman made a motion, seconded by Councilman Tracy Emerson, to approve the aforementioned request for a text amendment to *Sec. 86-388* of Altavista's Zoning Ordinance.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mr. Tim George	Yes
	Mayor Mike Mattox	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

Councilman Mitchell asked Ms. Williams if the aforementioned ordinance amendments followed suit with surrounding localities.

Ms. Williams said staff looked at localities of similar size for reference in this matter.

8. New Business

Items 8A-8D were presented to Town Council by Altavista's Community Development Director, Sharon D. Williams.

Ms. Williams informed Council that staff had been unsuccessful in abating the violations at the following four properties; and the property owner's were unresponsive in the town's request to do so. She said, as allowed by code, staff was asking Council to declare each of the four properties a "public nuisance"; and to give staff direction of how many additional days they would allow the property owners to comply with the code before further action was taken.

A. Public Nuisance Hearing – 1304 Lynch Road

Background:

Community Development Director Sharon D. Williams issued a Notice of Violation to the owner of 1304 Lynch Road for the storage of materials on the property. The owner was given 60 days (August 22, 2022) to abate the violation, but at this time, no action had been taken by the owner to remedy the issue.

Ms. Williams informed Council that staff had followed the process established by code to have the aforementioned property brought into compliance, however, since the violation was not abated, per Section 34-32(b)(5) of the code, a public nuisance hearing was set. She shared a photo of the said property for Council's visual reference of the violation.

Vice Mayor Reggie Bennett entered the meeting at this time, 6:20pm.

Mayor Mattox asked Council if they had any questions regarding this matter.

Councilman Mitchell asked how long the town's initial grace period allowed the property owners to abate their violations.

Ms. Williams said that each of the four properties mentioned that evening were cited twice, beginning in calendar year 2020 and again in 2022.

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Councilman Emerson shared, since the violations had been going on for so long, he did not favor giving the property owners sixty additional days to abate their violations, but would agree to allow thirty (30) more days.

Town Attorney John Eller stated that the property owners were given notice of the public hearing and, if they so desired, could be at the hearing that evening, but none of them chose to appear on their own behalf.

Councilman George asked if the violations would be taken to county court.

Ms. Williams stated that zoning issues were taken directly to court, however, public nuisance issues were brought before Town Council for their input and direction to staff. She said, if the town abated a violation for a property owner, the owner would be invoiced for the work, and if not paid, the Town Attorney would place a lien on the property.

Mr. George asked if the town was allowed to enter a property without permission.

Ms. Williams stated, per code, the town had the right to enter property to abate a violation

Town Attorney John Eller affirmed Ms. Williams statement, and stated only after the town went through every avenue available to contact and work with a property owner to abate a violation, without success, would the town abate, invoice, and apply a lien to a property.

Councilman Tracy Emerson made a motion, seconded by Councilman Wayne Mitchell, to accept staff's recommendation and declare 1304 Lynch Road a public nuisance; the motion included giving the property owner thirty (30) additional days to abate the code violation on their property, before the town moved forward with additional actions.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mr. Tim George	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

B. Public Nuisance Hearing – 1606 School Street

Background:

Since June of 2020, staff had tried to work with the property owner, Delegate Matthew Fariss, on the maintenance of his property. A Notice of Violation was sent on June 1, 2020, and signed for by the owner. The Community Development Director received a call from Ginger St. John, Legislative Liaison for Del. Fariss, who informed her that the grass would be cut. Ms. St. John also provided her cell number and asked us to contact her if there were any issues. For the rest of the grass season in 2020 and for the 2021 grass season, the Community Development Director and former Assistant Town Manager Amie Owens would call Ms. St. John to cut the grass. On May 17, 2022, Del. Fariss was sent a Notice of Violation for tall grass, which informed him that the notice would cover the entire growing season. Due to his failure to cut the grass, the Town paid a contractor to cut the lot twice. The weeds are also growing over the shed at the rear of the property and the house is deteriorating. The town is constantly receiving complaints regarding the

Ms. Williams informed Town Council that staff followed the process established by code to have the aforementioned property brought into compliance, however, since the violation was not abated, per Section 34-32(b)(5) of the code, a public nuisance hearing was set. She shared a photo of the said property for Council's visual reference of the violation.

Ms. Williams stated, due to the drain on staff resources and the unwillingness of the property owner to abate the violations or pay the fines owed to the Town, staff was asking Town Council to declare the property a public nuisance.

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Mayor Mattox asked if Council had any additional questions, to which there were none.

Vice Mayor Reggie Bennett made a motion, seconded by Councilman Wayne Mitchell, to accept staff's recommendation and declare 1606 School Street a public nuisance.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mr. Tim George	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

C. Public Nuisance Hearing – 1706 Eudora Lane

Community Development Director, Sharon D. Williams, informed Town Council that this property was also owned by Matt Fariss. She shared a photo of the property showing tall grass and multiple tires in the yard, which were both a code violation.

Ms. Williams informed Council that staff had followed the process established by code to have the aforementioned property brought into compliance, however, since the violation was not abated, per Section 34-32(b)(5) of the code, a public nuisance hearing was set. She shared a photo of the said property for Council's visual reference of the violation.

Mayor Mattox asked if Council had any additional questions, to which there were none.

Councilman Wayne Mitchell made a motion, seconded by Councilman Tim George, to accept staff's recommendation and declare 1706 Eudora Lane a public nuisance.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mr. Tim George	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

D. Public Nuisance Hearing – 1407 Lynch Road

Ms. Williams informed Council that the town had received multiple complaints from adjacent neighbors of the property. she stated that a Notice of Violation was sent to the property owner to abate the violations, but the items remain on the property.

Ms. Williams stated that Staff followed the process established by code to have the property brought into compliance, however, since the violations were not abated, per Section 34-32(b)(5) of the code, a public nuisance hearing was set. She said that staff was asking Town Council to declare the property a public nuisance.

Mayor Mattox asked Town Council if they had any questions regarding this item.

Councilman Mitchell asked if the owner of this property was also given sixty days to abate the violations and comply with code.

Ms. Williams confirmed the property owner was sent a Notice of Violation letter twice through certified mail, asking for code compliance, but the violations remain.

Mr. Mitchell recommended the same compliance deadline with this property as given to the others, "thirty (30) days" to abate the code violations, or further action would be taken.

Town Council concurred and was in consensus to do so.

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Councilman Wayne Mitchell made a motion, seconded by Vice Mayor Reggie Bennett, to accept staff's recommendation and declare 1407 Lynch Road a public nuisance.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mr. Tim George	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

9. Unfinished Business

A. Bank RFP and Comparison Analysis

Presented by RT Taylor, with Davenport Financial Advisors

Background:

The Town was considering borrowing funds to complete public improvement projects (water and sewer) in an amount up to \$3,000,000. At this time, the Utility Fund Budget had a surplus of \$137,850; and \$880,120 dedicated to debt service.

Mr. Taylor presented Town Council with the results of their recent Bank - Request for Proposals, and delivered a Comparison Analysis between those results and a VRA loan (Virginia Resources Authority's Financing Program); both of which were viable options for Council's consideration for the town's needed utility improvements.

Mr. Taylor stated, based on Davenport's review of the bank proposals, related analyses, and discussions with Town Staff and Bond Counsel, Davenport was recommending that the Town select American National Bank & Trust's (ANBT) proposal. He said the ANBT proposal provided the lowest interest rate locked-in through final maturity, while maintaining the flexibility to prepay the loan at any time in the future; and by moving forward with the ANBT proposal, the Town was able to lock-in its borrowing rate now, and avoid 45+/- days of interest rate risk associated with the VRA option.

Mr. Taylor stated, with either option, a supporting resolution would need to be adopted. He introduced the drafter of the resolution options, Mr. Chris Kulp, with Hunton-Andrews-Kurth Law Firm, the Town of Altavista's Bond Counsel for many years.

Mr. Kulp informed Council that he worked with Altavista's Town Attorney, John Eller, to certify that the legal aspects of this process were in accordance with the Public Finance Act. He stated that he would be happy to answer any questions Town Council may have.

There were no questions, comments, or concerns from Town Council.

Councilman Wayne Mitchell made a motion, seconded by Councilman Tracy Emerson, to accept Davenport's recommendation and adopt a resolution authorizing a bank borrowing with American National Bank & Trust for the town's Utilities Infrastructure Improvements Project, estimated to cost \$2.5-\$3 million.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mr. Tim George	Yes
	Mr. Jay Higginbotham	Absent
	Mayor Mike Mattox	Yes
	Vice Mayor Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

Mayor Mattox and Council thanked Mr. Taylor, Davenport, Mr. Kulp, and Hunton Andrews Kurth for their work on this matter for the Town of Altavista.

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B. Sedimentation Basins Project

Presented by Public Services Director Tom Fore

Mr. Fore referenced the town's Facility Assessment Improvement Plan (FAIP) and the sedimentation improvement project that was identified being needed at the water plant. He stated that Staff applied for a grant/loan with the Virginia Department of Health's (VDH) Office of Drinking Water Programs.

Mr. Fore informed Council, included on the list of awards that VDH had proposed was Altavista's proposed Sedimentation Improvement Project, currently with a \$2,340,000 loan forgiveness, of the \$3,000,000 application request. He stated, however, until the Town received a formal letter from the VDH, the amount of the loan forgiveness could change.

Mayor Mattox thanked Mr. Fore for his due diligence in submitting the VDH application.

C. Town of Altavista – Grass Cutting Bids

Presented by Public Works Manager Jeff Arthur

Background:

The Town outsources mowing for the following sites: Green Hill Cemetery, Avoca Museum, Main Street, Bedford Avenue, all tank sites, (except Bedford tank site), the Water Plant, spring sites, the Wastewater Plant (only weed eating around buildings), and some fence areas. All sites are scheduled to be mowed 30 times per year (except the WWTP which is weed removal 15 times per cutting season). Due to staffing issues, the town's current mowing contractor could no longer fulfill his obligation to the Town, so at a previous meeting, Council suggested staff look for additional bids for grass maintenance.

Public Works Manager Jeff Arthur informed Town Council that, two bids were received but only one vendor quoted everything; Cody Richmond, Champion Lawn Care, LLC.

Councilman Mitchell asked if the mowing contract had any stipulations pertaining to the matter of a contractor not being able to fulfill or complete their contract.

Mr. Arthur stated, and confirmed by Public Services Director Tom Fore, that the town's mowing contract did not currently have any stipulations as such. He stated it was a pay-as-you-go contract, which at that time, no monies had been paid for services.

Councilman Wayne Mitchell made a motion, seconded by Councilman Scott Lowman, to authorize Town Staff to end the contract with the current grass mowing contractor and award the grass mowing bid to Cody Richmond, Champion Lawn Care, LLC.

Motion carried.

VOTE:	Dr. Scott Lowman	Yes
	Mr. Tim George	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Reggie Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

10. Departmental Reports – August 2022

- A. Community Development Report
- B. Utilities – Project Updates
- C. Public Services Monthly Report
- D. Altavista Police Department
- E. TOA Financial Reports
- F. Town Council Monthly Meeting Calendars - September and October

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The Departmental Reports and Council Calendars were delivered to Town Council with their September Regular Council Meeting Agenda Pre-Packet.

Mayor Mattox asked the Town Manager and Department Directors if they had any additional comments pertaining to the monthly reports, of which there were none.

11. Matters from Council

Mayor Mattox asked Town Council if they had any additional concerns or items for discussion.

- Councilman Tracy Emerson
- Mayor Mattox thanked everyone attending the meeting that evening, Town Staff and visitors. He encouraged everyone to look out for one another.

12. Closed Session

I move that the Altavista Town Council convene in closed session in accordance with the provisions set out in the *Code of Virginia*, 1950, as amended,

Section 2.2-3711 (A)(3) Discussion or consideration of the acquisition of real property for a public purpose; or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

Section 2.2-3711 (A)(5) regarding discussion concerning a prospective business or industry or the expansion of an existing industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

A motion was made by Vice Mayor Reggie Bennett, seconded by Councilman Tracy Emerson. Motion carried.

VOTE:	Dr. Scott Lowman	Yes	Vice Mayor Reggie Bennett	Yes
	Mr. Timothy George	Yes	Mr. Tracy Emerson	Yes
	Mayor Mike Mattox	Yes	Mr. Wayne Mitchell	Yes
	Mr. Jay Higginbotham	Absent		

Town Council went into Closed Session at 6:50 p.m.

Notice was given that Council was back in regular session at 7:25 p.m.

FOLLOWING CLOSED SESSION:

A motion was made by Vice Mayor Reggie Bennett, seconded by Councilman Tracy Emerson, to adopt the certification of a closed meeting.

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Town Council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the town council that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED the Town Council hereby certifies, 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 applies, and (ii) only such public business matters as identified in the motion convening the closed meeting were heard, discussed, or considered by Town Council.

VOTE:	Dr. Scott Lowman	Yes	Vice Mayor Reggie Bennett	Yes
	Mr. Timothy George	Yes	Mr. Tracy Emerson	Yes
	Mayor Mike Mattox	Yes	Mr. Wayne Mitchell	Yes
	Mr. Jay Higginbotham	Absent		

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Notice was given to Staff by the Town Manager that no official actions were taken by Council pertaining to this closed session.

13. Adjournment

Mayor Mattox asked if there was anything else to bring before Town Council or any additional comments or concerns from Council, to which there were none.

Mayor Mattox adjourned the meeting at 7:27 p.m.

Michael Mattox, Mayor

Gary Shanaberger, Town Clerk,
Town Manager