



**A G E N D A**  
**TOWN COUNCIL MEETING**  
**At Richlands Town Hall**  
**January 10, 2023**  
**5:30 P.M.**

- I. Call the Meeting to Order
- II. Invocation
- III. Pledge of Allegiance
- IV. Public hearings
  - a. Open Public Hearing (5:30 pm)
    - 1. Utility Due Date Ordinance Amendment (O-2023-1-03 and O-2023-1-04)
    - 2. Close Public Hearing
  - b. Open Public Input Session #1
    - 1. 3150 Clinch Street Re-zoning (O-2023-01-01)
    - 2. Close Public Input Session
  - c. Open Public Input Session #2
    - 1. Rooftop Solar Zoning Ordinance Amendment (O-2023-01-02)
    - 2. Close Public Input Session
  - d. Open Public Input Session #3
    - 1. Resolution- Interconnection Requirements (R-2022-12-01)
    - 2. Close Public Input Session
- V. Adjourn





**A G E N D A**  
**TOWN COUNCIL MEETING**  
**At Richlands Town Hall**  
**January 10, 2023**  
**6:00 P.M.**

- I. Call the Meeting to Order**
- II. Invocation**
- III. Pledge of Allegiance**
- IV. Additions/Deletions to Agenda (Includes the removal/transfer of Consent Agenda items as needed.)**
  - i. Approval of Agenda
- V. Consent Agenda**
  - a. Authorization to Pay Bills (December)
  - b. Minutes- Regular Meeting and Public Hearing on December 13<sup>th</sup>, 2022
- VI. Scheduled Public Comment (Five Minute Maximum)**
  - a. Derek and Maria White
- VII. Unscheduled Public Comment (Three Minute Maximum)**
- VIII. Agenda Items**
  - a. Appointments/ Selections
    - i. Town Manager Appointment
    - ii. Town Clerk Appointment
    - iii. Town Attorney Appointment
    - iv. Vice-Mayor selection
    - v. IDA- currently has three (3) vacant seats
    - vi. Planning Commission- currently has two (2) vacant seats, one is the Council Representative
    - vii. Recreation Commission- currently has one (1) vacant position for a Council Representative
  - b. Appalachian Voices- Emma Kelly
  - c. RFP Discussion and Contract Negotiation
    - i. WTP- High Service Pump Re-Bid (Open Session)
    - ii. Forensic Audit Discussion (VA GS §2.2-3711 (a)(6))- Contract Negotiation
  - d. Public Safety Committee Update
  - e. Executive Assistant Position
  - f. Town Hall Use- Internal Policy
  - g. 3150 Clinch Street Re-zoning First Reading (O-2023-01-01)
  - h. Rooftop Solar Zoning Ordinance Amendment First Reading- (O-2023-01-02)
  - i. Utility Due Date Ordinance Amendments First Reading
    - i. O-2023-01-03
    - ii. O-2023-01-04

j. Resolution- Interconnection Requirements (R-2022-12-01)

**IX. Town Manager Report**

a. Miscellaneous

**X. Attorney's Comments**

**XI. Council Member Reports (Non-voting Items)**

- a. Doug Ratliff
- b. Gary Jackson
- c. Rick Wood
- d. Jannis White
- e. Laura Mollo
- f. Jordan Bales

**XII. Mayor's Comments**

**XIII. Adjourn Meeting**

Joint Meeting with Recreation Commission on January 16<sup>th</sup>, 2023, at Town Hall.  
Next regular meeting date is February 14<sup>th</sup>, 2023, at 6:00pm.

Check#	Paid To	Description	Check Date	Amount
		Town of Richlands		
		PAID CHECKS REPORT		
		12/14/2022 to 1/6/2023		
13029	POSTMASTER	POSTMASTER-DEC'22 DELINQ BILLS	12/16/2022	\$263.00
13030	AMAZON CAPITAL SERVICES, INC.	RESCUE-FILE FOLDERS, PAPER TOWELS, BATTERIES, PD SPEC ACCT-HOODIES-FIRE-IT SERVER	12/19/2022	\$1,139.20
13031	AMERIGAS -7089	AMERIGAS-WASTE WATER-TANK RENTAL FEE PO 81840	12/19/2022	\$64.11
13032	ARAMARK UNIFORM SERVICES	ARAMARK-EL DEPT-UNIFORMS	12/19/2022	\$141.63
13033	CORELOGIC ESCROW REPORTING	REFUND-OVERPMT ON PARCEL #105A7030002	12/19/2022	\$23.52
13034	FIRST COMMUNITY BANK	LUNCHBOX-CHIEF HOLT'S LUNCHEON,ST-SNOW PLOW SPREADER, FIN OFFICE-CHAIR	12/19/2022	\$4,210.61
13035	MADISON O'QUINN	MADISON OQUINN-REFUND-VRS-JULY 22	12/19/2022	\$10.61
13036	MARTIN, NAKIA WILEY	N MARTIN-REFUND-OVER PMT OF PERSONAL PROP TAXES 2022	12/19/2022	\$4.63
13037	MOTOROLA SOLUTIONS, INC.	RESCUE-VA OEMS RSAF GRANT-DUEL HD MOBILE RADIO	12/19/2022	\$4,442.67
13038	PAUL LITTLE	PAUL LITTLE-PD-ACADEMY MEALS 12/12, 12/13/22	12/19/2022	\$28.00
13039	POINT BROADBAND	POINT BROADBAND-DTF-INTERNET SERVICE PO 305527	12/19/2022	\$69.95
13040	RICHLANDS GARDEN CLUB	RLNDS GARDEN CLUB-2 ORNAMENTS PAID BY CC	12/19/2022	\$40.00
13041	SOUTHERN GRACE CATERING, LLC	EMP APPRECIATION CHRISTMAS LUNCHEON	12/19/2022	\$2,232.00
13042	SPECTRUM BUSINESS	SPECTRUM-ACCESS CHANNEL-SET TOP BOX PO 305522	12/19/2022	\$15.75
13043	SUPREME COURT OF VIRGINIA	REFUND-PD-PAID IN ERROR PO 305508	12/19/2022	\$120.00
13044	TREASURER, DIVISION OF CONSOLIDATED LABS	TREAS, DCLS-WTP-COLIFORM SAMPLE KITS PO WTP0128	12/19/2022	\$303.75
13045	TRUCKPRO, LLC	TRUCKPRO-ST #646 STARTER PO 14740	12/19/2022	\$736.10
13046	UPS	UPS-EL-SAFTEY TEST-SHIPPING GLOVES, ETC FOR TESTING PO EL93648	12/19/2022	\$31.60
13047	VERIZON	FAX LINE-TN HALL/FIRE/RESCUE, DTF SEC LINES, WTP TELEMETRY	12/19/2022	\$337.17
13048	VERIZON BUSINESS	VERIZON BUSINESS-PD-LONG DISTANCE	12/19/2022	\$5.57
13049	VERIZON WIRELESS	VERIZON WIRELESS-PD/DTF/FIN/RESCUE/W/S/E CELL PHONES	12/19/2022	\$1,192.47
13050	VIRGINIA UTILITY PROTECTION SERVICE, INC.	VUPS-MISS UILITY-NOV 2022-10 TRANS	12/19/2022	\$10.50
13051	WORLDWIDE EQUIPMENT INC.	WORLDWIDE EQUIP-SANT #630-POWER STEERING PUMP REPL & INSTAL	12/19/2022	\$3,301.92
13052	AMAZON CAPITAL SERVICES, INC.	AMAZON-PD-POLICE DUTY UTILITY BELT, DUTY BELT KEEPER PO 305529	12/29/2022	\$86.88
13053	APPALACHIAN POWER	AEP-WWTP-SIMMONS TOWN RD SEW PMP LFT ST	12/29/2022	\$1,699.15
13054	CHRISTOPHER MICALE, TRUSTEE	GARNISHMENT	12/29/2022	\$225.67
13055	CLERK, CIRCUIT COURT OF TAZEWELL COUNTY	CLERK, TCCC-ANNUAL FEE-SEC ACCESS REMOTE-2023	12/29/2022	\$600.00
13056	CORELOGIC ESCROW REPORTING	REFUND-R/E TAXES OVERPAYMENT 105B101A 0010	12/29/2022	\$995.15
13057	ERNEST NEWBERRY	E NEWBERRY-2022 BOOT ALLOWANCE PO ST14797	12/29/2022	\$106.00
13058	JESSICA REYNOLDS-LAWRENCE	REC-CONCESSION ITEMS, WINDOW MARKERS PO RP2886	12/29/2022	\$37.29
13059	JIMMY KEENE, JR.	J KEENE-WWTP-10 CS BOTTLED WATER PO WW81847	12/29/2022	\$39.57
13060	KIMBERLY LOCKHART	2022 R/E TAX OVER PMT MAP #123A 01 0027-0034	12/29/2022	\$1.68
13061	LINDA MILANO	REAL ESTATE TAXES OVER PMT-REFUND-#105A902 0058	12/29/2022	\$3.35
13062	PITNEY BOWES INC.	PITNEY BOWES LEASE-MAIL SYSTEM 10.30.22-1.29.23	12/29/2022	\$486.21
13063	POSTMASTER	POSTMASTER-FIRST-CLASS PRESORT FEE	12/29/2022	\$275.00
13064	RICHLANDS GARDEN CLUB	RLDS GARDEN CLUB--SEVERAL ORNAMENTS	12/29/2022	\$100.00
13065	SCOTT LAMBERT	S LAMBERT-ST-BOOT ALLOWANCE PO 14795	12/29/2022	\$106.00
13066	SEGRA	SEGRA-PHONE SERVICE-ALL DEPTS	12/29/2022	\$2,281.74
13067	SPECTRUM BUSINESS	SPECTRUM-WWTP-580 INDIAN CREEK RD	12/29/2022	\$99.87
13068	SPECTRUM BUSINESS	SPECTRUM-REC PARK-VOICE/TV/INTERNET	12/29/2022	\$165.39
13069	TAZEWELL CO PUBLIC SERVICE AUTHORITY	TCPSA-WWTP-LIFT STATION	12/29/2022	\$41.42
13070	TAZEWELL COUNTY DISTRICT COURT	GARNISHMENT	12/29/2022	\$74.28
13071	TOWN OF RICHLANDS	TEEN CENTER UT BILL AS DIRECTED BY COUNCIL	12/29/2022	\$2,018.19
13072	TREASURER OF VA - DIV. CHILD SUPPORT ENF	GARNISHMENT	12/29/2022	\$300.00
13073	TRI-CITIES/SW VA REGIONAL GROUP	TRI-CITIES-WWTP-JOB AD IN BRISTOL PAPER	12/29/2022	\$488.50
13074	VIRGINIA RURAL WATER ASSOCIATION	VRWA-WTP-CLASSES FOR ALL EMPLOYEES PO WTP0131	12/29/2022	\$600.00
13075	CLERK, CIRCUIT COURT OF TAZEWELL COUNTY	CLERK, CCTC-LIEN	12/30/2022	\$2.00
13076	CLERK, CIRCUIT COURT OF TAZEWELL COUNTY	CLERK, CCTC-LIEN	12/30/2022	\$2.00
13077	CLINE, CHARLIE YVONNE	Utility Refund for 505262.00 95	12/30/2022	\$18.33
13078	GROSS, TAMELA BROOKE	Utility Refund for 303270.00 90	12/30/2022	\$198.28
13079	HAYS, LORETTA	Utility Refund for 706851.00 95	12/30/2022	\$8.90
13080	SHORT, MARIE	Utility Refund for 202146.00 98	12/30/2022	\$14.01
13081	SMITH JR, PAUL	Utility Refund for 11012292.00 94	12/30/2022	\$345.00
13082	SPARKS, DAVID WAYNE	Utility Refund for 1403706.00 97	12/30/2022	\$260.34
13083	VANCE, AUSTIN REID	Utility Refund for 605636.00 95	12/30/2022	\$217.75
13084	REDACTED	DTF-PER DIEM RICHMOND TO BE SWORN IN PO 305542	1/4/2023	\$96.00
13085	REDACTED	DTF-RICHMOND TO BE SWORN IN PO 305541	1/4/2023	\$196.00
13086	JESSICA REYNOLDS-LAWRENCE	JESSICA LAWRENCE-REC-PAPER TOWELS, BLEACH, PRINTER INK PO RP28	1/4/2023	\$47.72
13087	POSTMASTER	POSTMASTER-JAN '23-R/E BUDGET BILLS	1/4/2023	\$129.00
13088	PROFESSIONAL MAIL SERVICES, INC.	PMSI-JAN '23 COMM BILLS POSTAGE	1/4/2023	\$209.87
13089	PROFESSIONAL MAIL SERVICES, INC.	PMSI-JAN '23 COMM BILLS	1/4/2023	\$73.16
13090	RICOH USA INC.	RICOH-PD-COPIERS-SQ RM, DISPATCH RM PO 305537	1/4/2023	\$183.06
13091	TAZEWELL COUNTY CHAMBER OF COMMERCE	TAZ CO CHAMBER-2023 DUES	1/4/2023	\$320.00
13092	REDACTED	DTF-RICHMOND-SWEARING IN PO 305543	1/4/2023	\$96.00
13093	TREASURER TAZEWELL COUNTY	TREAS, TAZ CO-NOV 2022 CONSUMER UT TAX	1/4/2023	\$96.12
13094	VIRGINIA RISK SHARING ASSOCIATION	VRSA-3RD INSTALLMENT 22-23 RENEWAL	1/4/2023	\$42,080.00
13095	TREASURER OF VIRGINIA	VOIDED	1/5/2023	\$0.00
13096	TREASURER OF VIRGINIA	TREAS OF VA-DTF-ASSET FORF-REDACTED	1/5/2023	\$6,521.00
13097	TREASURER OF VIRGINIA	TREAS OF VA-DTF-ASSET FORF-REDACTED	1/5/2023	\$28,346.00
13098	TREASURER OF VIRGINIA	TREAS OF VA-DTF-ASSET FORF-REDACTED	1/5/2023	\$48,075.00
13099	TREASURER OF VIRGINIA	TREAS OF VA-DTF-ASSET FORF-REDACTED	1/5/2023	\$4,895.32
13100	TREASURER OF VIRGINIA	TREAS OF VA-DTF-ASSET FORF-REDACTED	1/5/2023	\$11,000.00
		Total Checks:		\$271,824.28
		GRAND TOTAL		\$271,824.28



TOWN OF RICHLANDS			
PAID CHECKS REPORT			
1/10/2023			
Check#	Paid To	Description	Amount
13101	ADVANCE AUTO PARTS	ALL DEPTS-PARTS, BATTERIES, ANTIFREEZE	\$1,106.31
13102	AMAZON WEB SERVICES, INC.	AMAZON WEB SVCS-IT CLOUD SVC	\$533.91
13103	AMERICAN CARPET CARE, INC.	TN HALL-JULY-DEC 22 JANITORIAL SVC	\$3,900.00
13104	AMERICAN MUNICIPAL POWER, INC.	AMP INC-BANKING FEES FOR RATE STABILIZATION TRUST	\$750.00
13105	AMERIGAS -7089	AMERIGAS-RESCUE-281.8 GALS PROPANE PO RS3531	\$1,293.23
13106	APPALACHIAN AGENCY FOR SENIOR CITIZENS	AASC-JAN 2023 PUBLIC TRANSIT	\$600.00
13107	APPALACHIAN AGGREGATES, LLC	APP AGG-ST-STONE, FUEL CHARGE PO 14785	\$4,106.14
13108	APPLIED INDUSTRIAL TECHNOLOGIES-DIXIE	ST/SANT/EL-(10) DEF FLUID, CUT-OFFS, PAINT	\$713.46
13109	ARAMARK UNIFORM SERVICES	ARAMARK-ALL DEPTS-UNIFORMS	\$1,618.76
13110	ATLANTIC MACHINERY, INC.	LINES #809-PARTS FOR FLUSHER TRK	\$1,413.09
13111	B & H SALES	8 MARKER KIT, 2 5/8 BOLT KIT, 10' CARBIDE CUTTING EDGE, 2 SHOE ASSY	\$3,493.00
13112	BLUE RIDGE POWER AGENCY	BRPA-NOV'22-GDS/ENG/LGL/SVCS/DUES	\$4,148.26
13113	BOUND TREE MEDICAL, LLC	BOUND TREE-RESCUE-MEDICAL SUPPLIES PO RS3519	\$520.00
13114	CDW GOVERNMENT, INC.	CDW-GOV-IT-ESET PROTECTION 1 YR PO IT5077	\$1,537.50
13115	CHARLOTTE LANE	C LANE-REFUND-OVER PMT EMS BILL	\$290.00
13116	CITGO WATER	CITGO WATER-WTP-CHLORINE, FUEL SURCHARGE PO WTP0124	\$2,356.75
13117	CLINCH VALLEY MEDICAL CENTER	CVMC-WWTP/DTF-NEW HIRES SANT/RESCUE-ACCIDENT, W/C	\$904.00
13118	CMC SUPPLY, INC.	WWTP-VALVE GATE, LINES-MAINS, LINES, VALVE MAINT	\$5,166.47
13119	COCA-COLA BOTTLING CO, INC.	COCA-COLA-REC-CONCESSION PO PR2885	\$934.82
13120	CREATIVETIME SOLUTIONS	TIME & ATTENDANCE WEB HOSTING-ALL EMPLOYEES	\$150.00
13121	D & T ENTERPRISES	D & T-WWTP/ST-NUTS, BOLTS, SCREWS	\$38.88
13122	DDP LLC	FINANCE-#10 WINDOW ENVELOPES (2,000), EL DEPT TIME SHEET (300)	\$409.65
13123	DOMINION PEST CONTROL, INC.	DOMINION PEST- DEC 22-PD/WTP/REC/RESCUE PO 305520	\$225.00
13124	ECONO SIGNS LLC	ECONO SIGNS-ST-TRAFFIC SAFETY-ST SIGNS PO 14761	\$1,190.99
13125	GALETON GLOVES AND SAFETY PRODUCTS	GALETON-ST/SANT-SAFETY VESTS, GLOVES FOR WINTER PO ST15151	\$757.61
13126	GIBSON ENTERPRISES, INC.	ALL DEPTS-GEAR OIL, PENETRATING FOAM, BRAKE CLEANER, OIL	\$2,600.48
13127	GILLESPIE, HART, ALTIZER & WHITESELL, P.C.	GILLESPIE HART-NOV'22 TOWN ATTORNEY	\$3,383.75
13128	GRAINGER	GAINGER-WWTP-DRUM MIXER, 1/2 HP, LOW, 55 GAL PO WW81849	\$791.40
13129	JACKIE'S SCREEN PRINTING	JACKIES-PD-DONATION-SHEA COOK-HOODIES FOR POLICE FORCE	\$450.68
13130	JAMES RIVER EQUIPMENT-TAZEWELL	ST SWEEPER-SEAL, SNOW REMOVAL-PARTS	\$89.89
13131	JC SUPPLY PRODUCTS	JC SUPPLY-ST-2 ASPHALT KITS PO 14788	\$652.19
13132	JERRY'S AUTO SERVICE	RESCUE #552-REAR BRK ROTOR, R BRAKE PADS (SEVERE DUTY)	\$752.95
13133	KENDALL ELECTRIC INC.	KENDALL EL- 16 ITRON R400 8 DIGIT METERS PO UT0019	\$7,360.00
13134	KIDD TIRE AUTO PARTS	KIDD TIRE-ALL DEPTS-TIRES, OIL DRI, PARTS	\$3,233.89
13135	LAWMEN SUPPLY COMPANY, INC.	LAWMEN-PD-UNIFORMS, BADGES	\$991.95
13136	LAWSON PRODUCTS, INC.	ALL DEPTS-BATTERY TERMINALS/CABLE TIES/SCREWS/NUTS/BOLTS	\$915.32
13137	LIGHTHOUSE SUPPLY CO.	LIGHTHOUSE SUPPLY-REC PARK GYM-6-1000 W METAL HALIDE LAMP	\$246.54
13138	LOWE'S	LOWE'S-ALL DEPTS-SUPPLIES & MATERIALS	\$1,053.41
13139	LUSK DISPOSAL SERVICE, INC.	LUSK-WWTP/CVMC-DEC 22 HAUL SVC PO WW82151	\$3,648.46
13140	MARK E. ISON	MARK ISON-JAN'23 MONTHLY IT SUPPORT PO 305556	\$1,500.00
13141	MINNEQUEST, INC.	ST-SWEEPER, SNOW REMOVAL PARTS	\$744.45
13142	MSC INDUSTRIAL SUPPLY CO.	ST #646-SNOW REMOVAL-2" SILICONE SS 10/PK LOOP CLAMP	\$112.00
13143	MSE COMPANIES	SANT-625/630-STEP ASSY,ST-SNOW REMOVAL-CUTTING EDGES	\$2,018.32
13144	NORTHERN SAFETY CO., INC.	ST/SANT-FOAM CUPS, HS POLYFLEX THERMOLITE HI-VIS LIME L/XL PO 14790	\$212.15
13145	PACE ANALYTICAL SERVICES, LLC	WWTP-DEC 2022 AMMONIA SAMPLES-WTP-NOV '22 SAMPLES	\$726.86
13146	PLANET POWERSPORTS OF VIRGINIA	FIRE/RESCUE-6 WHEELER-REPL SHOCK ADJUSTING CAM ON LEFT FR, SET SHO	\$133.50
13147	PRIORITY MEDICAL CLAIMS, INC.	PMC-DEC 22 RESCUE COLLECTIONS	\$4,069.91
13148	PROFESSIONAL MAIL SERVICES, INC.	PMSI-JAN 2023 RES UT PRINTING	\$330.74
13149	PROFESSIONAL MAIL SERVICES, INC.	PMSI-JAN 2023 RES UT POSTAGE	\$1,239.28
13150	RAILROAD MANAGEMENT COMPANY IV, LLC	RR MGMT-ANNUAL LIC FEES-R/O/W	\$20,480.47
13151	RAMEY RICHLANDS	RAMEY-ST #605 SL-N-BLOCK PO 14820	\$100.14
13152	RAVEN SUPER MARKET	ST-HEATER, WWTP-ROLL PINS, PB BLASTER	\$519.97
13153	RICHLANDS FARM BUREAU	RLNDS FARM BUREAU-ALL DEPTS-SUPPLIES, MATERIALS	\$934.12
13154	RICOH USA, INC.	RICOH-FIN OFFICE-COPIER, ADD'L IMAGES	\$861.92
13155	SAFETY TEST & EQ. CO., INC.	SAFETY TEST-EL-TESTING GLOVES PO EL93647	\$187.02
13156	SOUTHERN SOFTWARE, INC.	SOUTHERN SOFTWARE-PD-RENEWAL SUPPORT FEE CAD 24/7 PO 305521	\$7,566.00
13157	SOUTHWEST CALIBRATIONS	PD-CALIBRATION OF RPD UNITS PO 305526	\$612.52
13158	SPECIAL EFFECTS EMBROIDERY	RESCUE-BALL CAPS W/EMBROIDERY PO RS3527	\$288.00
13159	STATE ELECTRIC SUPPLY COMPANY	STATE EL-HV/LV-SUPPLIES, STOCK	\$2,853.72
13160	SWRJA ACCOUNTING DEPARTMENT	SWRJA-PD INMATE BILLING NOV 2022 PO 305539	\$39.00
13161	TEEN VENTURE	TEEN VENTURE-DEC 22 DONATIONS COLLECTED	\$148.00
13162	TESCO	TESCO-EL-DISCONN SHUNTS FOR EL METERS PO UT0023	\$190.04
13163	TESSCO TECHNOLOGIES INC.	TESSCO-PD-FIBERGLASS OMNI ANTENNA PO 305523	\$1,427.16
13164	TRACTOR SUPPLY COMPANY	TRACTOR SUPPLY-ST LEAF MACHINE-WHEEL PO ST 14831	\$16.99
13165	TRUCKPRO, LLC	ST-619/605-CB RADIOS/ANT/MIC, SANT 648-CHAIR CAPT	\$1,502.08
13166	ULTRA PETROLEUM	ULTRA-ALL DEPTS-FUEL	\$14,147.20
13167	USABLUBOOK	WWTP SLUDGE JUDGE BOTTOM SECTION W/VALVE PO WW81848	\$84.88
13168	USALCO	USALCO-WTP-DELPAC 2020 PO WTP0123	\$11,762.90
13169	VELOCITY TRUCK CENTERS-KINGSPORT	LINES-BALL, SWITCH BALL, SANT 624-SWITCH ASSY PO 14823	\$243.25
13170	VERIZON	VERIZON-PD 2633/4035, FIRE 2098/2099/2557/2558/2559	\$463.40
13171	VIRGINIA RURAL WATER ASSOCIATION	VRWA-WWTP-CLASSES 1.23.23 & 1.24.23 PROPST, ELSWICK, KEENE	\$400.00
13172	VIRGINIA UTILITY PROTECTION SERVICE, INC.	VUPS-MISS UTILITY-DEC 22- 11 TRANSMISSIONS	\$11.55
13173	WILLIAM DAVID HARRIS	INDIAN TOWING-PD #56-TOW TO RAMEY TAZ PO 305510	\$145.00
13174	WORLDWIDE EQUIPMENT-HERITAGE	SANT 625/630-AMBER LED FENDER SIGNAL (3) TURNS SIGNAL RH	\$135.50
13175	WYTHEVILLE OFFICE SUPPLY, INC.	PD-OFFICE SUPPLIES	\$163.25
13176	ZOLL DATA SYSTEMS	ZOLL DATA SYS-RESCUE-JAN 2023 EMS CHARTS PO RS3539	\$306.94
	Total Checks:		\$141,006.97
		AMP (NOV'22)	\$403,999.95
		CONSTELLATION ENERGY (NOV'22)	\$45,004.77
		ANTHEM BC/BS (NOV'22)	\$99,641.00
		VRS (OCT' 22)	\$66,380.02
		GRAND TOTAL	\$756,032.71





The Richlands Town Council held a joint “Public Hearing” with the Planning Commission on December 13<sup>th</sup>, 2022, in the Richlands Council Chambers at 5:30 pm with the following present:

Mayor: Rod D. Cury

Town Manager: John O’Daniel

Town Clerk: Rebekah Hackworth

Council Members: Gary Jackson, Kristen Thompson-Whitt, Seth White, and Jordan Bales.

Town Attorney: Michael Thomas

Mayor Cury opened the meeting.

Mayor Cury gave the invocation and led the Pledge of Allegiance.

Mayor Cury- Our first public hearing is, we have the request for the Rezoning of 106 Augusta Avenue from M-1 to R-2. John, can you explain this a little more?

John- Actually, the owners of this property just sold this property as a M-1. So, they have requested that we cancel this hearing.

Mayor Cury- Okay, this public hearing #1 is closed.

Closed!

Mayor Cury- We will open public hearing #2 and this is a request for Rezoning 3150 Clinch Street from M-1 to B-3, which is industrial to mixed-use business area. We will review this and will ask for any comment. This is the parcel that is next to the clinic down there.

John- This is a request from the Planning Commission. As we adopted the B-3 zone a couple weeks ago, they wanted to expand that to also include this parcel. In addition to what was already added. This was not a request by a property owner, this was something the Planning Commission has recommended. But the owner has requested this in the past.

Mayor Cury- Okay, thank you, John. Does any member of the Commission want to add anything?

Mayor Cury- Is there anyone here in the Council chambers who would like to speak on the rezoning of 3150 Clinch St from M1 to B3? It might be helpful for those who don't understand what is happening. We might have people here who do not know what a B-3 is. Kristen, would you like to expand, or do you have anything to add to this?

Kristen- A B-3 zone is a special use permit opportunity for people who wanted to come in with additional things like the counseling center and stuff that we recently added. This was just another area that we wanted to add to that, so if someone came that needed it, we would already have something in place. This is already zoned for that. It was something that the owner of the building had asked for previously at one point. It was something he was interested in doing. It would still leave it as the clinic/hospital use. It just adds to it.

Mayor Cury- Is there any comments from members of council or citizens in the audience?

Okay, there being no comments, public hearing #2 is closed.

Closed!

Mayor Cury- Public Hearing #3 is now open and this is concerning Zoning Ordinance Amendment to add Roof Top Solar. This is to hear any concerns about the zoning ordinance amendment to add Roof Top Solar.

John- Yeah, I will add that this public hearing as well as the next one, we have sent these items over to legal. They are still reviewing those, and they have requested that we hold off until our January meeting when they have had more time to review this ordinance. This was already advertised for our public hearing, so I didn't want to take it off the agenda in case someone wanted to come and speak on this as we move through the process. However, we will do the public hearing next month as well, and the first reading in January.

Mayor Cury- Mike, do you want to speak to that, or would you rather wait for our regular council?

Michael- We actually just finished the ordinance draft. So, we did ask to not have a first reading for this month since we just finished the ordinance draft and haven't had much time to look at it.

Mayor Cury- So, is anyone present who has any comments or concerns or input of any kind regarding the zoning ordinance amendment to add Roof Top Solar into our town?

There being no comment, this public hearing #3 is closed.

Closed!

Mayor Cury- We are on public hearing #4 regarding Solar Use Ordinance (Interconnection). Is there anyone here who would like to speak on this?

Phillip Horton- I would.

Phillip- Just got off the phone with talking to Senator Hackworth and he said that we need to of course the first thing is the ordinance and then provisions and statements in support of this and then we can present that to the Governor and get things rolling because it will take us several months to get the effectiveness for the Town of Richlands, but it's very, very important. I want to say again, like Radford, most of Radford University is tax exempt. So that puts the city of Radford in a really hard financial spot. So, they have the dam there and they had a hydro generator and that flooded in 2014 destroyed their generator. So, they were trying to make their budget without that added electricity that they were able to produce, and they were sinking financially. So, I think it was 2019, they got their generator system repaired and the mayor said this is the only way that Radford can make it going forward. As I've told you before, I went with Senator Hackworth to his bill signing and I asked him, could we not put a solar array in Richlands? Could we not tap into the natural gas pipeline and start generating our own electricity instead of Richlands being dependent upon AEP and their rate increases. How about us generating electricity at much less cost and then we can have extra money that we can put into infrastructure development for Richlands. It is a win, win situation for us to be able to do this. Mr. Mayor and Council I'm begging you to help us do all that we can, and we have got the ball rolling and that is exactly what we need to do. Thank you very much.

Mayor Cury-Thank you. Is there anyone else who would like to speak on the Solar Use Ordinance (Interconnection)? There being no other citizens to step forward this public hearing #4 is closed.

Closed!

Mayor Cury- This joint public hearing is now adjourned!

---

Rodney D. Cury, Mayor

---

Rebekah Hackworth, Clerk



The Richlands Town Council held a “Regular Meeting” on December 13<sup>th</sup>, 2022, in the Richlands Council Chambers at 6:00 pm with the following present:

Mayor: Rod D. Cury

Town Manager: John O’Daniel

Town Clerk: Rebekah Hackworth

Council Members: Gary Jackson, Kristen Thompson-Whitt, Seth White, Jordan Bales, and Jeff Hurst (He was late).

Town Attorney: Michael Thomas

Mayor Cury opened the meeting.

Mayor Cury gave the invocation and led the Pledge of Allegiance.

Mayor Cury- First up, are there any additions or deletions to the agenda?

John- I actually have the updated check registry. I had emailed you guys a check registry earlier, but I actually have some additional checks that need to be approved as well.

Mayor Cury- I would like to mention that we have had several illnesses here and we pray for them going forward. Is there a motion to accept the agenda as it is amended.

Seth- I make a motion to accept the agenda as it is amended. Kristen seconded the motion.

Mayor Cury- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Roll Call- Gary- Yes, Kristen- Yes, Seth- Yes, Jordan- Yes. Motion carries 4/0.

Mayor Cury- Okay, now we have before us the Consent Agenda. We have Authorization to pay the bills for November and the Minutes from our November 1<sup>st</sup> regular meeting. We just got the check registry today because we have sickness here in the Town Hall and it could not be helped, and I know they did their best to get this to us as quickly as possible. So, thank you to staff for doing this. Does anybody have any questions with any of these things before we move to?

Seth- I have a couple questions. One check #13017, this is for Thompson and Litton for \$4,071.38, and there is an additional check previously #12855 for \$3,424.00. Can you refresh me on that?

John- I believe that is for the SSES grant. That is the survey of our sewer system. They look for leaks and things of that nature. We should be in the last few stages of it right now.

Seth- Okay, are they actually performing the work?

Heather- Portions of it. We do the physical side and then they tell us the results because they are not allowed to do it.

Seth- Okay, I also have another question, and I am not trying to cast any shadows here, but on the cell phone allowances: I see that everyone gets \$60, but Jessica has a cell phone allowance of is \$411.46. It is check #12909. Is that just a mistake?

Heather- I think what happened is she paid for somethings that the Rec Park needed out of her pocket, and they just wrote one check as the allowance and reimbursement.

Seth- Okay, well going forward, that is probably not a good idea. Also, on #12971 for Blue Ridge Power Agency for \$6,051. Is this for some work that we had them do? Or is this our contracted amount? Because we pay a fee to be a member of this organization, which offers us some services, right? Why are we paying extra? Is this for the draft ordinance?

John- I don't know. I will have Heather look into it.

Mayor Cury- Since we have some questions about the check registry and while they are looking for those answers, I would suggest that we keep moving and come back for this approval. What is council's wishes?

Seth- Mayor, I make a motion that we suspend Roberts Rule of Order so we can move on and come back to this later. Kristen seconded the motion.

Mayor Cury- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Roll Call- Gary- Yes, Kristen- Yes, Seth- Yes, Jordan- Yes. Motion carries 4/0.

Mayor Cury- Heather, when you get this figured out, just let us know. Thank you. Alright, let's move forward with Special Recognitions. Jonathan Hankins, please come up here. I want to thank you for your service in the Town of Richlands. I am so pleased you are here. Jonathan is a revered member of the Tazewell County Sheriff's Department. He's a captain. He has 19 years of service to the county and as a member of the Tazewell County Sheriff's Office. He's also completed the National FBI Academy. He is a graduate of that and that is quite an honor and a distinction, and we're pleased to have him here. You are being honored for these things but mostly because you came to Richlands to assist the council in the intervening time while the council selected a new Police Chief, and we appreciate your service. I checked with Sheriff Hieatt, and he said it was about 9 1/2 weeks approximately. We thank you for your service. We are very appreciative. On behalf of this council, we want to present you with this badge and this patch for lack of a better word. Thank you.

Jonathan Hankins- Thank you for the opportunity and the confidence.

Mayor Cury- We are glad to have you here and I just want to recognize some other distinguished guests that are here tonight. We have Sherriff Hieatt, Ms. Hieatt and Harold Heatley. I would say we have the best right here. Thank you all.

Mayor Cury- We also have some documents here for members of the Council who were elected recently. This is from the Commonwealth of Virginia. I have mine as elected Mayor. Jan White, as an elected member of council. Rick Wood, Gary Jackson, Laura Mollo, and Jordan Bales. Thank you very much. Because we are handing out awards for being elected, it makes those who weren't elected feel terrible, with that being said, I want to thank everybody for their service. We are all human beings striving for pretty much the same goal. We are all trying to get to the same destination, and I think sometimes we think we are not on the same street, but we ended at the same house, and that house is called the Town of Richlands. I want to thank everyone here for

their effort, I will personally thank Jeff, Kristen and Seth. Jeff, thank you for your time on the council. Kristen, thank you for your time. Seth, thank you for your time on the council. The council service never ends once you begin. Whether you are a member of the council or on the committee or commission or whatever your service maybe.

Okay, I'm moving right along. So, we have scheduled public comments. No one is signed up under scheduled public comments, so we will move on. Do we have anyone that would like to speak under unscheduled public comments? This is a 3-minute maximum. Okay, I will write it down as I saw the hands. We have Morgan Earp, Corey Whited, and Ginger Branton.

Thank you, Morgan, you may come up.

Morgan Earp- 1618 6<sup>th</sup> street. I tell you what this contract that's supposed to be going through, and maybe voted on is unreasonable. We should have to wait until next month when the new council is sworn in and in place to make this decision for the public. I don't think this council should make that decision tonight. Mayor Cury, given the power that is given to you as mayor, I think you need to have a citizen's oversight committee for all contracts in the future. This is democracy. Even though this is democracy, this is also a Republic. A Republic that is decided by checks and balances. If there are no checks, then there are no balances. Everything will just run into absolute. So, that's all.

Mayor Cury- Thank you, Morgan. I have one comment and normally I just listen to your comments, but I just wanted to be clear to everyone here, everyone sitting here is properly sworn in. Thank you, Morgan. Okay, next we have Corey Whited.

Jessica- Hey, I am with Corey. I am Jessica Reynolds, and I am the Director of the Rec Park. I just wanted to give you a quick update on what we are looking at doing. So, we are looking at a new fence around the pool. We had a quote for that, and that quote stayed the same for both our swimming pool area and the tennis court. So, the swimming pool was for \$20,500 and the tennis court was for \$36,500. The third thing that we wanted to ask for is the resurfacing of the tennis court. The reason that we are asking for that is it has been neglected for quite a few years. I think like 25 years. It needs so much work right now. So, if you are walking on the court, there is two-to-three-inch cracks. Which is a hazard if you are trying to play out there. We also are wanting to do an outdoor basketball court. So, they are just going to do a team sport. Pickleball court and then an outdoor basketball facility on the end and it is almost impossible to play outside right now because of the number of cracks in the surface layer. So, the quote that we received from Paddock was \$52,364 and that was to resurface. The last thing that we had asked for was the slides. I've been at the Rec Park for seven years now, and I can't tell you how many times I have had to call an ambulance or help the parents take the child to the car because they have falling from the top of the slide. It is so steep that it is very hard to climb up and put your feet on top of this slide without falling backwards. Two years ago, I had the town boys come and they cut rubber mats that we put around it and that does help if you fall, but when you are falling from something that high up, it is just too tall.

Mayor Cury- Thank you, Jessica. I am very sorry you are out of time.

Seth- I don't know, there might be some confusion, but we did a request for proposal, so you can't go get quotes. That's not how the process works, right?

Jessica- Right, but at the time we did not have the correct amounts in there...

Mayor Cury- So, what he is saying is, to be proper, you can't personally solicit those. You could potentially eliminate those people from the bidding process, and we don't want that to happen. So, as I try to explain it in the nicest and kindest way I can, we want to be cautious. Thank you, ma'am and thank you, Corey. We appreciate you very much and your work. Okay, now we have Ginger Branton.

Ginger- Hello, I just wanted to mention that I would like to be able to apply for the Creative Partnership grant, which is a matching grant from the state, and the Town of Richlands. So far, we have done this for a consecutive 38 years. So, I'm looking forward to y'all continuing that challenge. For us to continue to apply for this grant through the Virginia Commission for the Arts, I'm starting my planning session now. We will be celebrating 43 years in this community through success of not only our partnerships with the Town of Richlands, but our business and individuals who see the value and the quality of life that CART has to offer. So, I certainly hope that y'all will consider and be doing that again for the Town of Richlands. I probably will not be receiving the information on that, John will be receiving that, and I'll work with him as we apply for that grant, which will probably be after the first of the year. However, I have to have some kind of assurance. Because when you are contracting things all over the world to bring in world renowned people to our community, it is a year out. So, I'm planning by 2023, 2024 season right now. If you don't go ahead and get a jump on this and if I don't have an understanding that the Town of Richlands will permit the matching grant for this, then it will basically dissolve CART.

Mayor Cury- So, this is for CART? That's how people know it. Typically, we have done the matching grant.

Ginger- Yes, the Town would be responsible for \$5,500 and the Commission of the Art would be responsible for \$4,500. We haven't actually done the application yet. It is not available until after the first of the year. I am just planning my season.

Mayor Cury- The council may have various feelings and I hope they are all positive ones. Not everybody gets it, and they don't have to. I go back to this just because someone doesn't really participate artistically, we don't need it. However, we all need everything. Does Council have any thoughts on this?

Gary- Is this put into the budget each year?

Ginger- Yes.

Seth- I don't understand why you would think that it wouldn't be.

Ginger- I come every year. Just out of courtesy. I don't ever want to assume.

Mayor Cury- So I will say, Ginger, on behalf of those who have spoken here that you should go ahead with that.



Ginger- Okay, I just wanted to make you aware of what was going on, especially since we were looking at several new town council men and women. So, it is very important that they understand.

Seth- I would just say on behalf of the town that I think it is a wonderful opportunity for everyone. Some people in our town can't go or don't have the money to go to the Barter and the shows that you all put on, you all are bringing the Barter to us. So, thank you very much. Mr. Mayor, I would just say that anytime if you have a matching dollar grant, it makes sense to approve matching dollar. We need to always do that.

Ginger- I would like to say this, we have not raised our prices believe it or not our tickets have not increased since this organization started. Thank you all very much.

Mayor Cury- Thank you, Ginger for your long service to our town. Is there anyone else that would like to speak under unscheduled public comments? Okay, that being said, let's move on. Next up, pop-up update. Jordan?

Jordan- I would just like to give an update. We recently had two winners and one is actually here tonight. I would like for her to come up and talk about their experience. If that is okay.

Mayor Cury- That is perfectly fine.

Jordan- We have all learned a lot and I think pop-up is a great thing and a great fit for our community. That being said, I do think it needs a council representative and I would like to volunteer to do that for future pop-up events.

Mayor Cury- Do you mind coming up to the podium and stating your name and address for the council? Jordan has invited you and we are sorry to put on the spot like this.

Sharon- My name is Sharon Horton, and my address is 2443 Front Street. I am the new business owner of Magic Moments Photography. Thank you for giving me the opportunity to come. They all know that I'm not a public speaker at all. However, the council and previous council and the town have been very supportive throughout the whole process. Everybody has always said, if you need anything let me know. I never knew how much it would take to start a business. I thought it was just something easy. However, there is so much more to it than that. I'm very grateful for all the information and help that I have received from this program. Thank you all very much.

Mayor Cury- Thank you, Sharon and we wish you the very best. Thank you, Jordan. Okay, we are on Public Safety Committee Update. I don't have an update as a representative to the Public Safety Committee, but I will say we will be meeting this coming Thursday.

Moving on, next we have the Planning Commission Request.

John- Yes, we received a conditional use permit application for a Lucky's Skill Games. This will be similar to the Lucky Duck. They want to put this in the Advance Auto Mall. So, the Planning Commission is requesting that we have a joint public hearing with them in January to start that process.

Mayor Cury- Okay, any question from council on this?

Okay, I would say that is fine. Moving on to 3150 Clinch Street Re-Zoning First Reading (O-2022-12-02).

John- I think the Planning Commission is recommending that we adopt this, but when you do an Ordinance change, you have to have a first and second reading.

Mayor Cury- So, would you like to read that, Kristen? Mike, are we proper?

Michael- Mayor, I know for the B-3 we had drafted the Ordinance, and this is the first time I am seeing this Ordinance here. I do not have the current B-3 Ordinance in front of me to see if that is identical to what we did in October.

Mayor Cury- Okay, because it is an Ordinance, I would like for your personal advice. Since you have not studied this, what would be your recommendation?

Michael- There would be an Ordinance that we passed in October that would look identical to this. I would like to look at this and make sure it looks identical.

Seth- My suggestion since we do not have a business that is currently wanting to go there and if Mike needs to get this proper, I will just recommend that you move on. Let Mike get the proper ordinance and just read it in January.

Mayor Cury- Because Ordinances are laws in the Town of Richlands, I think that is exactly what needs to happen. Is council accepting of this?

Members of Council gave their consensus.

Mayor Cury- Okay, we would ask that this be moved to our next meeting in January and have our first reading then, please.

Okay, next item, Rooftop Solar Zoning Ordinance Amendment First reading (O-2022-12-03). Mike, what are your thoughts, please.

Michael- I would also recommend that we table this as well. We do have a drafted Ordinance and I had it 15 minutes before I came down here. So, I would recommend that you table it till January, so the council can look at that. I just haven't had time to see if it aligns with every different section. That would be my recommendation to the council.

Mayor Cury- I will ask for a consensus.

Member of Council gave their consensus.

Mayor Cury- We are on Electric System Discussion. There is a resolution for Interconnection Requirements and Power Purchase and Generation Discussion. I think that we probably need to move into executive session.

John- The first item would be similar to the previous one that we decided to table. However, the second item, we will need to go into closed session.

Mayor Cury- Alright, so let me get a consensus from the council. We are looking at Resolution-Interconnection Requirements to move this to our January meeting.

Members of Council gave their consensus.

Mayor Cury- Thank you. So, we need to go into closed session for Power Purchasing Generation Discussion, Forensic Audit, and Resurfacing the Tennis Court.

Mayor Cury- Okay I will read the numbers and I will ask for a motion to go into closed session for these items. Is there a motion to go into executive session, according to Virginia Code 2.2-3711 (A)(6) for the Power Purchase and Generation Discussion and 2.2-3711 (A)(6) for the Forensic Audit discussion, and 2.2-3711 (A)(6) for Contract Negotiation on resurfacing the tennis courts.

Seth- I make a motion that we go into closed session pursuant to Virginia Code 2.2-3711 (A)(6) for the Power Purchase and Generation Discussion and 2.2-3711 (A)(6) for the Forensic Audit discussion, and 2.2-3711 (A)(6) for Contract Negotiation on resurfacing the tennis courts. I would also like to add that we invite in the newly elected council members, which is proper, Rick Wood, Jan White and Laura Mollo to the discussion.

Mayor Cury- So, to allow current members of council and newly elected council members, I will ask for legal counsel here.

Michael- Typically, any council member would be allowed into executive session. Of course, this is allowable under FOIA. I understand Mr. White's request and if council decides to do that...

Seth- You can invite anybody into executive session that you so choose. I will open up my motion that we will go into executive session and that we invite anyone that is needed for these discussions. For instance, we are going to invite Alice in there and she is not a duly elected official, but she is part of our council discussion. So, I don't mean to disagree with you, but...

Mayor Cury- Excuse me. He wasn't disagreeing, he was explaining it in the best way he could. We were both on different streets but we still both arrived at the same place.

Mayor Cury- We have a motion is there a second?

Gary- I will second the motion.

Mayor Cury- Okay, we have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Roll Call- Gary- Yes, Kristen- Yes, Seth- Yes, Jordan- Yes. Motion carries 4/0.

Mayor Cury- I will entertain a motion to bring us back in regular session.

Seth- I make a motion to we return to regular session. Gary seconded the motion.

Mayor Cury- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Roll Call- Jeff- Yes, Gary- Yes, Kristen- Yes, Seth- Yes, Jordan- Yes. Motion carries 5/0.

Mayor Cury- Now we need the motion to certify that nothing was discussed other than the Virginia Code 2.2-3711(A)(6) Purchase Power Generation Discussion, Forensic Audit Discussion, and for

the Resurfacing the tennis courts. As your certifying you are saying that we talked about nothing other than the business at hand.

Gary- I make a motion certifying that we discussed nothing except for the business at hand. Kirsten seconded the motion.

Mayor Cury- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Roll Call- Jeff- Yes, Gary- Yes, Kristen- Yes, Seth- Yes, Jordan- Yes. Motion carries 5/0.

Mayor Cury- Thank you. Now that we are back in regular session, members of council, is there any business that you need to bring forward at this time?

Seth- Mr. Mayor, after discussion, I make a motion that we authorize the Town Manager to authorize Blue Ridge to enter into a one-year power purchase agreement to cover the year 2024. Gary seconded the motion.

Mayor Cury- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Roll Call- Jeff- Yes, Gary- Yes, Kristen- Yes, Seth- Yes, Jordan- Yes. Motion carries 5/0.

Seth- Just for the benefit of everybody we are going to move forward with pursuing some power generation options and this was the best compromise. This will still allow us to have our power needs met in 2024. Hopefully we will have power generation online that same year, but this is a good compromise to hedge against any type of unforeseen issues that we might see with the project.

Mayor Cury- Thank you, Seth. Next, is there any other actions that council would like to authorize the Town Manager to do at this time regarding any of the other closed session items?

Seth- I make a motion that we authorize the Town Manager to negotiate with one of the companies from the forensic audit discussion. Kristen seconded the motion.

Mayor Cury- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Roll Call- Jeff- Yes, Gary- Yes, Kristen- Yes, Seth- Yes, Jordan- Yes. Motion carries 5/0.

Mayor Cury- I will ask council again, is there any other action that council wants to take at this time? Being no request, we will move forward with the agenda. Okay, we are on Annual Audit.

John- Essentially, we only received one bid for the annual audit. It was for \$30,000 for 2022 and \$31,000 for 2023 and \$32,500 for 2024. My recommendation is that we accept this proposal because we are already so behind on this.

Seth- I make a motion that we accept the certified low bidder and move forward to the next step in this process. Jeff seconded the motion.

Mayor Cury- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Roll Call- Jeff- Yes, Gary- Yes, Kristen- Yes, Seth- Yes, Jordan- Yes. Motion carries 5/0.

Mayor Cury- Okay, thank you, council. Now, we are on Rec Park Slide and Renovations. Let's take the pool slide first.

John- From the impression I received from the Rec Commission, they prefer option #1. However, I asked for a couple different options that is why we have 2 options to look at.

Kristen- I personally think option #1 is the best as well. I know it is a lot more expensive, but I think it is the safest.

Jordan- Option #2 doesn't look that different than what they already have.

Seth- My suggestion would be that we wait until January and let the new council decide what they want to do and bring in the Rec Commission to make sure everyone is on the same page and that we make sure we prioritize their needs based on dollars.

Mayor Cury- I think that would be the proper thing to do as well. Is everyone on board with this?

Members of Council gave their consensus.

Mayor Cury- Okay, now we are on Rec Park Renovations- Material Cost. Is every one of the same mind to wait until our January meeting?

Members of Council gave their consensus.

John- We can put this out for bid if we need to. Whatever you all want to do. We will also get more in line with what the Rec Commission wants.

Mayor Cury- Okay we will have a meeting with the Rec Commission and the Town Council on January 16<sup>th</sup> at 7:00pm to discussion what we need to do.

John- Does the Rec Commission want to include the resurfacing of the basketball court in the RFP as well? Because the RFP was just for the tennis court.

Mayor Cury- I think when we have our meeting in January, we can discuss this. Okay, now we are on Town Manager Reports. John?

John- Before we move on, do you want to get bids for contractors for this work or do we want to do it in house?

Seth- Just guessing, this is just my opinion. I think you are going to find that it is going to be so expensive that you are just going to want to do it in house. That would just be my guess. I would probably just stick with getting a timeline from George. I think that would be more beneficial for them.

John- Okay, I just wanted to make sure there wasn't any lose ends here.

Mayor Cury- Okay, moving on. John, Town Manager Reports.

John- So, Downtown Revitalization, we had a meeting with Dialog & Design. They are working with me and Debbie Milton with Cumberland Plateau. We are working on getting that rolling. Since we have some more information, we will pass that along. At this point, we are just trying to figure out what our goal is and how to get there.

With Davenport, they are preparing to do their presentation on what they found when they did our financial review. Our plan was to have them present in January. They have a conflict, but it made more sense to have the new Council here to get that report to be able to ask questions as we dive into budgeting season. Especially if we are going to take their recommendations or considerations into mind as we draft our budget. So, unfortunately, they can't do January, so we are looking at February to have them present and hopefully there will be a lot of good information we can use to drive the next two-three years of our budgets to get back to where we all want to be.

Code Enforcement, this is something I'm working with Chief Holt, as well as some of his staff. We have been getting legal to look at our code enforcement ordinances. They really don't have a lot of teeth to them. So, we are trying to go through and find ways to fix them, but the more we dug into it, the more issues we found. So, legal is trying to help us rectify those. So, when we do have people that are in violation with junk vehicles or grass growing, we can have an ordinance that gives us the authority and clearly states what the fines are, and things of that nature. So, we can really try to be more aggressive in enforcing those regulations across town. Right now, they have a backlog of requests for that, but we really want to hold off on some of those things until we have some of these questions clarified. We hope to have some more information in January and hope to start looking at adoption of those changes in January as well.

Just a quick reminder that budget starts early. So, we will probably look at starting our budget workshops meeting schedule in January. I would also like to schedule an electric meeting workshop with you all and the new members of council in January. I would like to have Blue Ridge and GDS come and speak to everybody on our power and what our contracts are. Really just give you all a base foundation of how that system department works. I think the better information we can give to everybody will put some of you all at ease when it comes to that topic. It is very complicated and hopefully the more we can learn, the better it will be. That is all I had for tonight.

Mayor Cury- Thank you, John. Attorney Comments.

Michael- I know a couple months ago, I asked council's blessing to look into some of the code enforcement work with the PD. We did have a meeting last night as well. The more we look into this, the more and more work it is going to be. I would just like council's blessing to spend some time on the codes.

Mayor Cury- Would you like that in the form of a motion?

Michael- I would, yes.

Mayor Cury- What is council's desire? Is there a motion or a consensus to allow him to spend more time working on these codes for us and still staying within our budget.

Michael- I am not expecting the bill to go up that much, but it is going to go up a little, so I just wanted to make sure council was okay with that.

Seth- What are you thinking? That you are going to spend an extra 3-4 hours a week on this?

Michael- It is not that I am looking for problems, Just as I read through this I am, finding more and more things that I am going to have to work on.

Gary- I would have to agree with you when it comes to code enforcement you can spend hours and hours trying to find an answer.

Mayor Cury- We are dealing with a very important issue here. So, I will ask for council's direction here.

Seth- Why don't you just work on it until the next council meeting, then you will have a baseline of how much time you have spent on it between now and next month. But I definitely think you need to go forward with that. There are so many things that need to be cleaned up.

Mayor Cury- Okay, I think you have to consensus of the council to do that. Do you have anything else Mike?

Michael- Last month, I think there was a vote taken that there would be shut offs at the end of the month. There is a code section that the 20<sup>th</sup> is the last date, so we would need to amend that.

Mayor Cury- So, is our motion not valid?

Michael- It would need to amend the ordinance to be the 30<sup>th</sup> day or the last day of the month unless that falls on a weekend or holiday then it would fall to the next business day. You would also need to have an advertisement that there would be a change and of course the two readings.

Mayor Cury- I will ask for a motion to support the ordinance change.

Seth- I make a motion to write an amendment to the ordinance including this change. Jeff seconded the motion.

Mayor Cury- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Roll Call- Jeff- Yes, Gary- Yes, Kristen- Yes, Seth- Yes, Jordan- Yes. Motion carries 5/0.

Mayor Cury- Before we move to Council Member Reports. Let's go back to the Consent Agenda. Heather, were you able to find that answer for Seth?

Heather- Yes. This bill basically consistent of a couple different things. There is consulting on there and engineering from GDS. This is from October, so it's spread out between Blue Ridge, GDS and legal and it was looks like it was for support services, power supply planning, which is what they were doing their research for the purchase of this contract that we just did. Then the battery RFP and there were interconnection procedures, and conversations that we got billed for from GDS and that was for the solar discussion. It is actually one bill that is compiled from a couple different things.

Seth- I think I have a much better understanding now of how it all works anyway.

Seth- I make a motion that we approve the Consent Agenda. Jeff seconded the motion.

Mayor Cury- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Roll Call- Jeff- Yes, Gary- Yes, Kristen- Yes, Seth- Yes, Jordan- Yes. Motion carries 5/0.

Mayor Cury- Okay, Now, we are on Council Members Reports. Please, remember Doug Ratliff in your prayers. He has had a serious surgery. Hopefully, he will be back with us soon. Gary?

Gary- Nothing from me.

Mayor Cury- Thank you, Gary. Jordan?

Jordan- Nothing from me.

Mayor Cury- Thank you. Jordan. Seth?

Seth- We have run into some issues with the trash compactor being down at the Cedar Bluff transfer station. So, that's requiring our guys to drive all the way to the landfill. I have worked with John and the county attorney Eric Young, to find out what is going on. The parts that they need to fix it is very difficult to get, and they don't have it. So, a compromise is that the county has agreed they are going to try to split the additional cost which John and the street department worked up for us and the county is going to pay half and they are trying to get the firm that is operating the landfill to pay the other half. So, we will be getting a reimbursement for some of that back. I got a message from town manager of Cedar Bluff about this, it is called Virginia LIHWAP and I'm going to send this information over to John and he said they got this and there are only a couple towns in Southwest Virginia that signed up for this. It is a way for some people to get their water and sewer bills paid for. If you have people that are behind, this is a program that will help them. Then my last thing, Mr. Mayor, I just wanted to say thank you to the staff and to you all for allowing me and appointing me to serve on this council. I have thoroughly enjoyed it and I really enjoyed being a part of what is going on in town. I have served on a couple different things, but I have always wanted to serve on the town council. So, since my mom was elected, we joked that she is going to fill my seat here and you are not going to get rid of us that easy. So, you will have to deal with her. But I'll be around, and I will be glad to help you all on anything that you need me to work on. I am here, committed to the town and I'm always available.

Mayor Cury- Thank you, Seth. Kristen?

Kristen- This is from the Planning Commission. It is a letter to the mayor and members of the council. The Richlands Planning Commission recommends that the Richlands town council approve the changes to the Town of Richlands zoning map pursuant to code 154.015 (B) and 154.205 of the Town of Richlands, Virginia Code of Ordinance, in order to reclassify the zoning designations of certain parcels of real property located within the Town as identified below, and to reconfigure the town of Richlands zoning map accordingly: The Tax Map Parcel Number is 105A3A 0021. Reclassify from Industrial, General. District M-1 to Business, Expanded use, District B-3. This was the one that we discussed earlier, and this was a unanimous vote from the members that were present tonight.

Mayor Cury- Thank you, Kristen. We will take this into consideration at our next meeting when we actually talk about the ordinance.

Kristen- I would like to take a moment just to thank everybody for the opportunity to be able to contribute to the town. I would also like to thank John and Heather for answering all my phone



calls and request for more information. I also want to thank everyone for you all's faith in me. Thank you.

Mayor Cury- Thank you. Kristen.

Seth- I just want to say one thing, Chief Holt gave us some information today and for the first time in I don't know how long, we have no scheduled overtime in the police department. I just wanted to say congratulations and thank them for the wonderful job they are doing.

Mayor Cury-Thank you, Seth. Jeff?

Jeff- Yes, the shop with a cop looked like it was success this weekend. Thank you to the Police Department for putting that on. The social media posts look like they had a good turnout and Chief Holt said they raised plenty of money for well-deserved and needy families and kids this week. I wanted to congratulate the town on the small business loan grant. I thought that was pretty good news for the Town of Richlands and hopefully it will continue to help our local businesses. The Christmas parade and all the lights look pretty great in our town. The Section House looks outstanding, and they had a little Christmas party reception, and it was very nice. I also want to say thank you to the citizens of the Town of Richlands that put me in this position. I filled in for a little bit and then I was elected as a council person. This is my last meeting tonight and I just want to say best of luck and congratulations to all the people who won the election and look forward to your years of service and thank you guys for giving me the opportunity to do this.

Mayor Cury- Thank you, Jeff. Okay, Mayor's comments. First, it's Christmas time. Merry Christmas to everyone. Thank you for the compliments on the town and the lights on Christmas Tree Hill. When I grew up here, that wasn't in existence at all. From the bottom of my heart, I want to say thank you, Kristen. Thank you, Jeff. Thank you, Seth. Thank you for your work. Your legacy is huge. We have a lifetime of dedication, and we aren't the only ones. There are tons of people, we have quiet people, and they do a whole lot of good, and we have noisy people, and they do a lot of good as well. So, I am not going to adjourn this meeting until I get my way. So, I am asking for somebody to take a picture. You know, in the roads to campaigns it can be pretty rough, but ultimately, we don't hate each other. I despise that kind of thinking. We are not red and blue. We are Richlands people. I don't buy that at all. Your blood runs Richlands, whatever the color is. It is not a Republican or Democratic thing or anything. I don't like that. So toward that end, I would like for all of us, including Rick, Laura and Jan to all come up here and we are going to huddle together, and I want to take this picture and post it on Facebook. Thank you.

I will entertain a motion to adjourn this meeting.

Jeff- I make a motion to adjourn this meeting. Kristen seconded the motion.

Mayor Cury- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Roll Call- Jeff- Yes, Gary- Yes, Kristen- Yes, Seth- Yes, Jordan- Yes. Motion carries 5/0.

Adjourned!

---

Rodney D. Cury, Mayor

---

Rebekah Hackworth, Clerk

The Town of Richlands, Virginia  
is accepting applications  
for the position of  
**EXECUTIVE ASSISTANT**

The successful candidate will perform a combination of duties including community development, grant administration, and other administrative duties as assigned.

This position will facilitate community planning initiatives by identifying development opportunities and will work closely with our businesses, the Industrial Development Authority, and the Planning Commission.

This position is responsible for finding funding opportunities for the organization and writing polished proposals to earn grant money. Their duties include researching deadlines, drafting grant requests, and submitting reports. They should have excellent research and communication skills and be able to clearly communicate in both written and verbal communication, especially in grant proposals.

The role of an executive assistant is important to staff success, and as a result, the town. An executive assistant will be tasked with numerous duties such as scheduling; reviewing, prioritizing, and responding to emails; answering and returning phone calls; organizing documents; maintaining records; taking notes at meetings and any other administrative tasks as needed.

The ideal candidate will possess a Bachelor of Science or Bachelor of Arts degree in social sciences, business, public administration, planning or communication, creative writing, marketing, etc. Any combination of education and experience that qualifies an applicant may be considered in lieu of the more specific criteria listed above.

Applications may be obtained from  
Town Hall at 200 Washington Square, Richlands, Virginia  
or on our website: [www.town.richlands.va.us](http://www.town.richlands.va.us)

Applications with attached resumes may also be sent to:  
Town of Richlands  
Attn: Kim Fields  
200 Washington Square  
Richlands, VA 24641  
or [jobs@richlands-va.gov](mailto:jobs@richlands-va.gov)



## Richlands Commission and Board Membership List

<b>Planning Commission</b>	<u>Term of Office</u>
Greg Horn	06-30-2026
Randy Smith, Vice-Chairman	06-30-2024
Elliott Joyce- Chair	06-30-2024
Michelle Elswick- Secretary	06-30-2024
Barry Alley	06-30-2026
John O'Daniel, Town Manager	Concurrent with employment
Kristen Thompson-Whitt, Council Member	Concurrent with council term

Meets on the first Tuesday of each month at 7:30 p.m. at the Richlands Town Hall. 4-year terms.

---

<b>Industrial Development Authority Members</b>	<u>Term of Office</u>
Phillip Horton- Chairman	6-30-2024
Jordan Bales- Treasurer	6-30-2024
Jannis White	6-30-2025
Gary Jackson- Vice Chair	6-30-2025
Joseph Vance	6-30-2026
Craig Earls- Secretary	6-30-2023
Brandon Buskill	6-30-2026

Meets on the first Tuesday of each month at 6:00 pm at the Richlands Town Hall. 4-year terms.

---

<b>Zoning Board of Appeals</b>	<u>Term of Office</u>
Gene Hurst - Chairman	06-30-2023
Bill Patton	06-30-2023
George Brown	06-30-2024
Barry Alley	06-30-2025
Larry Whited	06-30-2027

Meets as needed at the Richlands Town Hall. 5-year terms

---

<b>Recreation Commission Members</b>	<u>Term of Office</u>
Tony Cordle- President (Out)	12-31-2023
Craig Earls- Secretary (In)	12-31-2023
Corey Whited- Vice-President (In)	12-31-2025
Frances Meadows (In)	12-31-2023
Mark Gillespie (In)	12-31-2023
Rocky Hill (Out)	12-31-2025
Patricia Sizemore (In)	12-31-2025
Freddie Elswick (In)	12-31-2025
Jared Horn (Out)	12-31-2025
Jeff Hurst (Non-voting member)	Concurrent with council term

Meets 3<sup>rd</sup> Monday of each month at 7:00 pm. 3-Year Terms

Vacant as of 1/1/2023

Vacant as of 1/1/2023-Council Member Seat



# Memo

**To:** Mayor and Town Council  
**From:** John O'Daniel, Town Manager  
**Date:** 1/4/2023  
**Re:** Town Hall (Council Chambers and Conference Room) use by outside organizations

---

We do not have a written policy for who is allowed to use Town Hall. Our internal test has been to only allow the facility to be used by government agencies or for government purposes. This includes the Richlands IDA, Planning Commission, Tazewell County IDA, and Elected officials who have hosted meetings with citizens.

I have received two requests over the last week from organizations that do not meet this threshold. To allow for use by these organizations we will need to amend our internal policy to the following:

"Town Staff as designated by the Town Manager may approve requests to schedule and use Town Hall facilities (Council Chambers and Conference Room) if being used for a governmental purpose or by a government organization. Staff may also approve the use by local political parties (within Tazewell County) and youth sports organizations (Ex: Little League). Any additional requests that do not meet these requirements may be referred to Town Council for consideration."

Please respond by email that you support or oppose this change. If the consensus from Town Council is to move forward we will implement this updated policy this week and it will be formally adopted at the council meeting on January 10, 2022.





**ORDINANCE NO.: O-2023-01-01**

*Amendment to Existing Ordinance*

**TITLE XV: LAND USAGE**

**CHAPTER 154: ZONING**

**Town of Richlands Zoning Map**

**BE IT ORDAINED** by the Council of the Town of Richlands, Virginia, that it hereby enacts the following changes to the Town of Richlands Zoning Map, pursuant to §§154.015(B) and 154.205 of the Code of the Town of Richlands, Virginia, in order to reclassify the zoning designations of certain parcels of real property located within the Town as identified below, and to reconfigure the Town of Richlands Zoning Map accordingly:

**Tax Map Parcel Nos.:** 105A3A 0021  
Reclassify from INDUSTRIAL, GENERAL, DISTRICT M-1 to  
BUSINESS, GENERAL, DISTRICT B-3

*(all other designations as indicated on the Zoning Map of the Town of Richlands remain unchanged)*

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

A motion was made by \_\_\_\_\_, and seconded by \_\_\_\_\_,

VOTE:	Bales	_____
	Jackson	_____
	Mollo	_____
	Ratliff	_____
	White	_____
	Wood	_____

\_\_\_\_\_  
Rodney D. Cury, Mayor

\_\_\_\_\_  
Rebekah Hackworth, Clerk

Effective Date *(30 days from passage, unless passed as emergency)*:



**ORDINANCE NO.: O-2023-01-02**

*Amendment to Existing Ordinance*

**TITLE XV: LAND USAGE**

**CHAPTER 154: ZONING**

Sec. 154.031 USE REGULATIONS.

Sec. 154.051 USE REGULATIONS.

Sec. 154.071 USE REGULATIONS.

Sec. 154.081 USE REGULATIONS.

Sec. 154.091 USE REGULATIONS.

Sec. 154.110 USE REGULATIONS.

Sec. 154.131 USE REGULATIONS.

**BE IT ORDAINED** by the Council of the Town of Richlands, Virginia, that it hereby enacts the following amendments to Secs. 154.031, 154.051, 154.071, 154.081, 154.091, 154.110 and 154.131 of the Town of Richlands, Virginia Code of Ordinances in order to add to the list of permitted uses allowable in each of the seven Districts enumerated in Town Code Sec. 154.015:

**§ 154.031 USE REGULATIONS. (amended)**

(G) Installation of roof top solar panels (with conditional use permit)

*(all other uses identified in this section remain unchanged)*

**§ 154.051 USE REGULATIONS. (amended)**

(X) Installation of roof top solar panels (with conditional use permit)

*(all other uses identified in this section remain unchanged)*

**§ 154.071 USE REGULATIONS. (amended)**

(HH) Installation of roof top solar panels (with conditional use permit)

*(all other uses identified in this section remain unchanged)*

**§ 154.081 USE REGULATIONS. (amended)**

(B) Installation of roof top solar panels (with conditional use permit)

*(all other uses identified in this section remain unchanged)*

**§ 154.091 USE REGULATIONS. (amended)**

(W) Installation of roof top solar panels (with conditional use permit)

*(all other uses identified in this section remain unchanged)*

**§ 154.110 USE. (amended)**

(A) In Agricultural District A-1, structures to be erected or land to be used shall be for one or more the following uses:

(35) installation of roof top solar panels with conditional use permit as required under § 154.167.

*(all other uses identified in this section remain unchanged)*

**§ 154.131 USE. (amended)**

The following uses will be permitted subject to the regulation of this chapter:

(A) Agriculture

(B) Installation of roof top solar panels (with conditional use permit)

*(all other uses identified in this section remain unchanged)*

(Ord. of 1-10-2023)

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

A motion was made by \_\_\_\_\_, and seconded by \_\_\_\_\_,

VOTE:	Bales	_____
	Mollo	_____
	Jackson	_____
	Ratliff	_____
	White	_____
	Wood	_____

\_\_\_\_\_  
Rodney D. Cury, Mayor

\_\_\_\_\_  
Rebekah Hackworth, Clerk

Effective Date (30 days from passage, unless passed as emergency)

**ORDINANCE NO.: O-2023-01-03**

*Amendment to Existing Ordinance*

**TITLE V: PUBLIC WORKS**

**CHAPTER 50: UTILITY SCHEDULES AND RIDERS**

**Disconnection For Late Payment**

**BE IT ORDAINED** by the Council of the Town of Richlands, Virginia, that it hereby enacts the following change to the Code of the Town of Richlands, Virginia, pursuant to §50.15(2) of the Richlands Town Code, to redefine the date in which disconnection of water from the Richlands Town Water System will occur for nonpayment:

**§ 50.15 DISCONNECTION FOR LATE PAYMENT.:**

*(A) This section remains unchanged*

*(1) This section remains unchanged*

(2) That if any bill is not paid by or before that date, a second bill will be mailed containing a cutoff notice that if the bill is not paid by the last day of the month, service will be discontinued for nonpayment; and

*(3) This section remains unchanged*

*(B) This section remains unchanged*

*(C) This section remains unchanged*

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

A motion was made by \_\_\_\_\_, and seconded by \_\_\_\_\_,

VOTE:	Bales	_____
	Jackson	_____
	Mollo	_____
	Ratliff	_____
	White	_____
	Wood	_____

\_\_\_\_\_  
Rodney D. Cury, Mayor

\_\_\_\_\_  
Rebekah Hackworth, Clerk

Effective Date *(30 days from passage, unless passed as emergency)*:



**ORDINANCE NO.: O-2023-01-04**

*Amendment to Existing Ordinance*

**TITLE V: PUBLIC WORKS**

**CHAPTER 53: WATER AND ELECTRICAL SYSTEMS**

**BE IT ORDAINED** by the Council of the Town of Richlands, Virginia, that it hereby enacts the following change to the Code of the Town of Richlands, Virginia, pursuant to §15.2-2109 of the Virginia Code, §2.3 of the Richlands Town Charter and §53.02 of the Richlands Town Code, to redefine the date in which discontinuance of service for water from the Richlands Town Water System will occur for nonpayment:

**§ 53.02 MAILING AND PAYMENT OF BILLS; DISCONTIUAANCE OF SERVICE CONSEQUENT UPON FAILURE TO PAY.:**

Bills for water service and electrical service shall be mailed out on or about the first of each month. Customers whose bills have not been paid by the sixteenth day of each month shall be deemed delinquent at that time and 5% penalty added and a notice mailed to them noting the amount of the account including the penalty. Then, if payment has not been made by the last day of the month, or if the last day of the month is a weekend or holiday, then the next business day following the last day of the month, or some arrangement made to have the account carried over to the following month and service continued, the service shall be discontinued until such time as the account has been paid in full plus a reconnection fee of an amount set by Council from time to time. If a customer, for any cause, has one or more previous months bills not paid, he or she shall not be permitted to pay a current bill before the sixteenth day of a month in order to avoid the penalty for the current month and not at the same time pay for all previous months to which penalties had been added but the amount paid shall be applied to the portion of the account to which a penalty has been added.

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

A motion was made by \_\_\_\_\_, and seconded by \_\_\_\_\_,

VOTE:	Bales	_____
	Jackson	_____
	Mollo	_____
	Ratliff	_____
	White	_____
	Wood	_____

\_\_\_\_\_  
Rodney D. Cury, Mayor

\_\_\_\_\_  
Rebekah Hackworth, Clerk

Effective Date (30 days from passage, unless passed as emergency):

