

The Richlands Town Council held a regular monthly meeting in the Richlands Council Chambers(Zoom) on December 8, 2020 at 6:00pm with the following present:

Mayor:	Paul Crawford
Town Manager:	Tim Taylor
Town Clerk:	Connie Allen
Council Members:	Richard Brown, Mary Ann Strong, Doug Ratliff Rod Cury, Jeff Hurst, Rick Wood
Town Attorney :	K.W. McClanahan

Mayor Crawford opened the meeting.

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

Mayor Crawford – Do we have any additions/deletions/corrections to the agenda?

Wayne – We need to add Council consideration for Ordinance O-2020-12-01, should have been included in your Council package. It was brought to my attention that the January meeting will fall two(2) days after the 60-day period for the emergency ordinance we enacted to be able to have meetings by zoom. I have prepared a readoption of the ordinance. I have a few executive sessions to add as well. Going into executive session pursuant to 2.23711(A7) discuss actual probable litigation, 2.23711(A8) for consultation for legal counsel regarding a specific legal issue, specifically charter amendment process and 2.23711(A29) negotiation of a public contract.

Tim - Under my comments I would like to add the Town of Richlands “Computer Network Design Project” that we are working on and add Frank Dorton to the agenda to discuss the project.

Mayor Crawford - Will he discuss during your comments?

Tim – I want him to be recognized.

Mayor Crawford – Do we have a motion to approve the agenda as amended?

Richard - I need to bring something up, I think with the absence of our former Clerk before we began this meeting, we need to appoint Connie Allen as “Interim Clerk” , so she can actually take the notes.

Wayne - I believe we do Mr. Mayor.

Richard - I make the motion to appoint Connie Allen as “ Interim Clerk” for the Town Council, Rick seconded the motion.

Mary Ann - Can I ask a question?

Mayor Crawford - Yes

Mary Ann – When we go into “Closed Session” under personnel I think we need to discuss the compensation for the Clerk.

Mayor Crawford - Wayne, can we do under personnel?

Wayne - Yes

Mayor Crawford- 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, Rick, Yes, Doug-Yes, Mary Ann-Yes, Richard-Yes, Rod-Yes - Motion carries – 6/0.

Mayor Crawford – Is everyone on zoom able to hear OK?

Council – Yes

Jeff – I make the motion to approve the agenda as amended, Rick seconded the motion.

Mayor Crawford- 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, Doug-Yes, Rick, Yes, Mary Ann-Yes, Richard-Yes, Rod-Yes - Motion carries – 6/0.

Mayor Crawford - In the minutes, Chris must have gotten Mr. McClanahan and Mr. McCracken mixed up, all that needs to be changed, there is a lot of it.

Connie - Which set of minutes is it?

Mayor Crawford - First set I think, you can't miss it.

Mary Ann - I have one(1) change, can't remember what page it is but it was where we were going to hire a grant writer and I stated " That's what I wanted to ask, did we advertise it?" , the minutes say we advertised it. I believe I said, "did we advertise it"?

Jeff - It is on page 28.

Mayor Crawford –Are there any corrections, additions or deletions to the minutes?

Mayor Crawford - I will entertain a motion to approve the minutes as amended.

Rick- I make a motion to approve the minutes as amended, Jeff seconded the motion.

Mayor Crawford- 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, Rick – Yes, Doug-Yes, Mary Ann-Yes, Richard-Yes, Rod-Yes - Motion carries – 6/0.

Mayor Crawford - We have no "Scheduled Public Comments", anyone for "Unscheduled Public Comments"?

Mayor Crawford –" Director of Community Development" – Connie Allen

Connie –The Chamber received \$800,000 from DHCD (Dept. of Housing & Community Development) to go to the small businesses, up to \$15,000. They will start taking applications in January, they are still working on the application and all the requirements. Once we receive the information, we will make sure all the businesses know about it.

Connie – The IDA has started sending out checks from the Tazewell County Round II CARES ACT funds to the local businesses, several have received their checks.

Connie - The Town received \$498.23 from DHCD; this money is to assist with utility customer relief. I think we asked for \$40,000 plus, is that correct Tim?

Rick - How much did we receive?

Connie - \$498.23, if I read the document correctly.

Tim – That is correct.

Mary Ann - I had heard them say there would be an explanation of how the amounts were determined. Did they include with what the Town received?

Connie - For the \$498.23?

Mary Ann –Yes

Connie - I did not read all the details but it did state that the Town of Richlands was awarded \$498.23.

Tim - In the letter they said they would establish the criteria and will give out after they determine that. They did not provide with the letter.

Mary Ann – Hopefully, they will and if they don't, we should ask. That is rather odd not to have an explanation of how that was determined.

Tim - I agree .

Connie - Amanda actually worked on the grant.

Tim - Amanda was going to make sure there was not an error, you would think it would be more than \$498. I have not checked with the other localities to see what they received. We will try to determine.

Connie - The reverse parade went better than I expected , a lot of people came. I personally want to thank everyone who participated, gave candy or helped in any way. The kids really enjoyed, and we give hundreds of bags of candy out.

Jeff - Thank you for all your hard work. It was great, it was good to see.

Connie - A lot of people said they liked the reverse parade better.

Jeff - You stay warmer. We were trying to get home, but we could not get back across the railroad tracks at the Huddle House. Traffic was backed up to McDonalds.

Connie - Jerry called me and said I was going to have to rush Santa. It was not only Santa Claus it was the Mayor too. People really enjoyed it was good for the community.

Connie – Santa's mailbox is in front of my office, there were approximately 150 letters written from the kids, I address every envelope back to the kids and the Richlands Post Office personnel put the letter in and put rubber stamp on the back. Every kid should get a letter back from Santa. It has been fun watching the children. The kids have taken pictures in front of the tree, it was beautiful. Thank you to everyone who helped.

Mayor Crawford - "Council Member Reports" – Rod Cury

Rod – At our last meeting we had a vacancy on the Zoning Appeals Board. At the Planning Commission meeting, we would like to put forth the name of Gaynelle Thompson to be the representative on the Zoning Appeals Board. I would like to make that motion at this time.

Rod - I would like to make the motion for Gaynelle Thompson to be on the Zoning Appeals Board, Mary Ann second the motion.

Mayor Crawford- 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, Rick – Yes, Doug-Yes, Mary Ann-Yes, Richard-Yes, Rod-Yes - Motion carries – 6/0.

Rod - We had some additions to the Flood Task Force as requested by Shea Cook; the new member will be Curt Breeding. He is currently serving with Rick Wood and we thank you for that. We have reached out to new members for the Flood Task Force. I don't know exactly what the report has been we decided to have the chairperson of the Planning Commission to reach out so we all would not be reaching out in different ways and have a consistent message, and that will be Richard Smith. As soon as we have our next meeting, Richard can report to us and I will bring that to Council. I personally want to thank the people who worked so hard and volunteered their time, talents and efforts to make the Section House as beautiful as it is. I would particularly like to mention and thank publicly Donna Altizer, Cory Whited, and Eleanor Armes. I would also like to thank George West who donated the two (2) cedar trees from his farm. We really appreciate that George and the people who donated money so we could buy the lights that we have on the trees. The church pew that is on the front porch, that was a donation from Mike and Barbara Smith. It sat on the back porch for a while and then we moved to the storage building. Cory and Donna and others brought it to the front porch to give the appearance and platform of a Train Station. It bears the theme and history of the house. I want to thank all those people. It has been a very difficult year for everyone, every department of the Town, that being said, I'm afraid I will miss some names, but I will try. They came to meetings at the Section House Board and, we have been doing zoom meetings recently to keep everyone safe, I will try to mention them not in any particular order. I want to personally thank everyone who give their time and talent which is a wonderful thing. Lynna Mitchell, Chairperson, Donna Altizer, Eleanor Armes, Cory Whited, Martha Hurst, Mary Lawson, Gaynelle Thompson and many others who have come. These people have consistently come and have for ten (10) years. We are appreciative of their help, work and dedication to this project. Mary Ann, thank you for your support, Rick, thank you for your support, Doug, thank you for your support, Richard, thank you for your support and Jeff, thank you for your support and to management. We appreciate and we are very aware that everyone who contributes in large and in small ways, everything matters. For the Section House Board and all of you have a wonderful holiday. Thank you.

Mayor Crawford – “Council Member Reports” – Richard Brown

Richard - I would like to thank everyone that reached out during my sickness, privately and publicly on social media. I picked a month to be sick, we had five (5) or six (6) meetings. I hate I missed the meetings. I am doing better; I am probably fifty percent what I use to be but getting better every day. I just wanted to publicly thank everyone who reached out.

Jeff – Richard it is good to have you back.

Mayor Crawford – “Council Member Reports” – Mary Ann Strong

Mary Ann - I would like to start by welcoming Richard back, I missed you sitting near me at the meetings. We are very thankful that you are at least fifty percent recovered. Everyone will keep praying for full recovery. The Rec Commission will be meeting on Monday, December 14 at 6:00pm, the meeting will be by zoom. As Connie already mentioned and several of you commented on the parade, Jeff you had some great comments. I wanted to thank Connie, Town Crew and the Police Department and everyone that had a part in that, I was blown away by all the cars. I am embarrassed Connie; I should have come and help pack extra candy and helped in some way. I was selfish I wanted to drive thru the Town, it just was overwhelming to me and made me very proud of our Town. I think I said in our last meeting, so many people out of Town say our Town looks like a Hallmark Christmas. I think we take it for granted. Much appreciated to everyone involved with that. I would like to recognize and thank Larry Johnson with State Farm Insurance for 120 hams. He gave to Town employees and even to the Council members. That was very generous and thoughtful. Thank you, Larry and Angle. One of my favorite things every Christmas is “White Christmas” or “Shop with a Cop” Program. Unfortunately, with COVID we are not going to be able to do the way we have in the past. Chief Gilbert has done a great job not only with advertisement and public service announcement on WGTH explaining “White Christmas Shop with a Cop”. Donations are down a little bit this year, which is understandable. You can still contribute to White Christmas, if anyone would like to donate to an extremely worthy cause. You can write your check to the Richlands Police Department and drop off at the Town Hall or MCNB Bank located beside of the Richlands High School in the Gateway Shopping Center. From what I understand

there are 101 children and they have a list of what the children have requested. Jerry and the volunteers will be shopping for the children and then they will come to the Police Department, drive up and the gifts will be put into their cars. This is a tradition that I am proud that our Town does and very thankful that COVID has not stopped that. I don't think COVID has stopped any of our traditions, but we have come up with different ways to do things. I want to thank Rick Wood for his many years of service as a Councilmember. Rick, I wish you well and I know you will stay very involved with the Town in many ways especially with the Spearhead Trails. We look forward to continuing to work with you on those endeavors.

Rick - Thank you, Mary Ann.

Mary Ann – I would also like to thank Jeff Hurst. Jeff you came in at a difficult time when we had budget issues and COVID issues . You have been a huge asset to our Town . You came in and hit the ground running. You went above and beyond in the short period of time that you had. I wanted to let you know you are much appreciated. Hopefully we will have you back in some capacity. I know you will be involved in the Town and particularly in recreation.

Jeff - Thank you Mary Ann.

Mary Ann - Lastly and I think I say this every public meeting this time of year I would encourage everyone one this Christmas in particular to focus mostly on presence spelled "presence" not as in presents that we receive. I remember Reverend Cecil Herron at Gethsemane Baptist saying at a Kiwanis meeting probably 40 some years ago and I will never forget that. We have a lot to be thankful for in the midst of a very tough year . I just want to encourage you to remember "presence" in the way that I spelled it.

Mayor Crawford – "Council Member Reports" – Doug Ratliff

Doug - Richard, glad to have you back.

Richard – Thank you

Doug – Have you had a chance to take care of the ditch for the people over there?

Tim - We have it scheduled for this month. I met with Mr. Wood and we talked about it, we are working on it.

Doug - That is all I have.

Mayor Crawford - "Council Member Reports" – Rick Wood

Rick – I wanted to give everyone update on Jawbone Trail of Tazewell County. This past Saturday I spent all day with people from Jeep Jamboree. If you don't know what that is, look it up on the internet and read about it. It is when they bring a group of people in and they ride our trails. They didn't bring their group in, but they brought some scouts in because they are looking for new trails. Our trail got rated like an "8", that is really great. We had a bunch come in from Raleigh, North Carolina , we rode about seven (7) or eight (8) hours. These guys go everywhere and do these trails. When they got to our trails they got in a little mud, so they had a little problem, they got stuck. That is what we wanted; we want to have stuff that nobody has got . There is a highwall miner piece of equipment on the Jawbone Trail that is holding up the bond to get released. We have been talking to Jeff Taylor about it, I think they have sold it, so it is getting ready to be removed from the property. As soon as that happens, and everything is released before Spring we should have the Jawbone Trail open. The Pocahontas Trail is closed due to logging, not all the trail but the most important part of the trail. We have been working with the new owners on the Pocahontas land which we will have to pay a little money to get the trails. They are going to charge us by the mile of trail we have on their property. We are also working with Pocahontas Holdings. We are working on the trails in Richlands , it is another 7000 acres . Going back and talking

about acres we will have 17,000 acres of trails , not all will be trails but will be 17,000 acres of property. These guys were amazed that we had 10,000 acres and now another 7,000 acres. We are going to have biggest trail system in Virginia. The others are close now, but the difference is US Forest Land and things like this. That means if it is government land, you can only do what they will let you do, on ours we can build whatever we want. We can have playgrounds, more picnic areas , bird watching cards as you ride thru the trail, educational for kids . If they see this they can check off and turn back in and we will send them something from Spearhead, it will be for trees and plants too . We want to make the trails as much fun as it is educational. Spearhead has a new website that will be up this week and running. It has videos that you can go on and pick a trail and look at the videos that people send in, a lot of different things. If you have not checked out the Spearhead website, please do. I want to wish everyone a Merry Christmas and I have enjoyed my time here and it has been great. Thank you. Richard I am glad to have you back too.

Richard - Thank you Rick

Mayor Crawford – “Council Member Reports” – Jeff Hurst

Jeff - I would like to echo some from Mary Ann’s statement for Larry and Angie passing out the hams to the Town employees, I thought that was a great gesture and for including the Council members. That was nice, and we enjoyed our ham, we appreciate you. Connie thank you once again, Christmas parade was a great night for the Town of Richlands, it was good to see the cars and the traffic downtown it was something else. The Town was lit up you could see from both sides, it looked amazing and it was wonderful feeling to see all the traffic downtown. I know we have talked about the dumpster at Food Lion, this past weekend it was pretty bad. I appreciate the Town or whoever came and cleaned it up.

Rick - I did

Jeff - Thanks for coming and doing that. It was pretty bad it was on the ground worse than I have ever seen it. I hope we can address somehow or someday in the near future. I don’t know if there is a solution back there or not. One of the most important things in our community is the Covid-19 pandemic it is hitting pretty close to home right now. We even had a Council member to struggle with it. Richard it is good to have you back. It is very high risk in the area right now it is good to exercise precaution and utilizing ourselves and our Town needs to do it more . I think everyone needs to understand the awareness of it, town employees, town government, police officers, everybody at the workplace and at home. We need to try to help drop the curve and flatten the curve so we can have a healthy Christmas season. I want to thank everyone for the opportunity with my time on Council , it has been very interesting to say the least. I didn’t know quite what to expect when I accepted the role . When I finally got accepted, Wayne and I were on constant calls for a while. I know we were in midst of the storm when I came in. I just like to say I have noticed over the last several months this Council has sort of as divided and broken as it seemed in March and April and May, I think we found common ground over the last few weeks. I just think it is something to build on and this is what our Town needs and especially our Council. If I can leave you with anything just focus on structure our needs and doing it right, doing it correct and asking the right questions. Knowing when to ask the questions and when to stay out. I think that is what I have learned the most over the course of the period of my life with Council. It has been very interesting, and I appreciate all the support from everyone, Mr. Taylor, Ms. Cordle and all my fellow Councilmembers. Rick, you have done a great job in your time, I hate to see you go but that is part of it and I look forward to Mr. Street and Mr. Plaster as they begin their journey on Town Council in their years. And hopefully we can keep the momentum of the togetherness and especially in the upcoming weeks with the important decisions we have to make with Council regarding this Town’s future. We do it together and we do it right and we do it with diligence. Thank you.

Richard - Can I say something regarding the dumpster?

Mayor Crawford – Yes

Richard – If I can get Wayne to look at it, I know there is a piece in the Town Code that requires even though Food Lion is technically responsible for the trash being dumped back there. Is there something in the code Mr. Taylor that requires property owners to keep clean. I know that we had issues with the Goodwill, they fenced their dumpsters.

Tim - Yes, there is something, if it is on private property and it is the obligation of the property owner.

Rick - Falls on me and I am cleaning it up. I am hauling dump truck loads of trash. The problem I have with it people are bringing it from out of Town and putting it on the ground. It is costing the Town money. Jerry has been giving tickets.

Richard - From what I understand Jerry has charged several people. Tim, I don't recall but I think it was when I served on Council before, we had the same issue with Goodwill. Did we provide the concrete pad for them and they did the fencing, do you remember?

Doug - I paid for it.

Tim - Doug paid for all of it.

Richard - I thank the Police Department and for the cameras and everything we have done. My understanding they have made several charges and it has not stopped or slowed down, maybe has gotten worse. I don't know what the solution is, but I do know there is a piece in the code that requires that.

Tim - Yes, I don't know, and I have not talked to Mr. Wood a lot about gating it .

Mr. Wood - I say move the dumpster just take it and you can have it, but they will go to other places. We have in one (1) place, if we go and start moving it, it will go all over Town. It used to be at the mall, and it use to be everywhere. We have it in one place and I hate it is in Jeff's front yard, but I don't know what else to do. I spend two (2) hours every morning cleaning up trash.

Richard - I was trying to figure a way to take the monkey off your back and Food Lion's and everyone else involved in it.

Rick – We need to give more tickets, that all I know to do.

Richard – OK

Rick - It is actually trespassing to be back there. We need to charge them for bringing trash in. It is not only people out of Town it is people in Town too. I am getting address from a lot of people.

Richard - Wayne how do you feel about a trespassing charge on the property with no good standing. Trespassing (Class One) is a misdemeanor and part of the fine is possibility of jail time and other charges may be a little less lenient.

Wayne - Richard I would probably refer to Jerry on that. It is what he wants to do on that. It certainly sounds like trespassing.

Rick - I want to say something you remember the last time we started giving trespassing tickets we lost the Richlands Mall. I am not into that. I just want to solve the trash problem. I don't know if we need two(2) dumpsters there if that would help. I don't know what to do.

Doug - What if you put a big sign up?

Rick - I have "No Trespassing" right behind it. I have done everything I know to do. If I take away from there it goes all over Town. We have to one small place and I am working to keep up, but I don't know what else to do.

Richard - I was asking your suggestion what we need to help with it.

Rick - Give tickets and if we could add another dumpster for a little while maybe they won't throw out on the ground but put in the dumpster. I don't know what to do. I have dumpsters all around the building that dumpster is the only one that is ever a problem.

Richard - That is because it is behind the building hidden from public view and authorities. People can't be seen.

Rick - All the rest are hidden from public view. I don't know what the solution is. We are getting tons and tons of trash.

Richard - Is it possible to set another dumpster during the Christmas season Mr. Taylor?

Tim - Sure if that is Council's desire, fine with me.

Mary Ann - Are there cameras there?

Richard - There has been, yes ma'am.

Mary Ann - That obviously has not helped and the ones out of town would be hard to follow I suppose.

Richard - Jerry can speak. I did ask prior to the meeting and there has been several criminal charges made for that. It is like going fishing you don't catch every fish in the pond. It is continuing to be a problem. My suggestion would be at least set another dumpster there thru the Christmas Season. The trash is only going to get worse.

Rod - Is it well lighted in the evening?

Rick - Yes

Jeff - You have lights from the power station and lights from Food Lion. Very well lit.

Richard - Do you need a motion Mr. Taylor?

Tim - That will be fine.

Rick - I made the motion, Jeff seconded the motion.

Mayor Crawford - 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, Rick - Yes, Doug-Yes, Mary Ann-Yes, Richard-Yes, Rod-Yes - Motion carries - 6/0.

Mayor Crawford - So we will have another dumpster?

Tim - Yes

Doug - We have another problem too since you are solving those problems. Mr. Gilbert, we are having a problem with ducks in our shopping center. There are one (1) or two (2) that is getting run over every day. You will see the ducks laying around dead. Would it be possible if your officers see someone feeding the ducks, that they explain the problem, they are putting the ducks in jeopardy by having them feed there. Every day I have to pick up and bury a duck.

Jerry - Our officers are addressing a lot of issues that we are having with the trash and the animals. I will add that to her agenda. We have an ordinance against it, we have had this problem before. We will try to give some warnings and see if that will work, if not we can issue some citations.

Doug - Thank you very much, think we got two (2) big problems solved.

Mayor Crawford – “Mayor’s Comments”

Mayor Crawford – Proclamation recognizing January 24-30 as “School Choice Week” in Richlands, do we have any more information on that at all?

Tim - Just the email that you provided.

Mayor Crawford - Is anyone else aware of this? It is a “Proclamation of Free Choice” that Richlands support “Free Choice” for education. We looked at it last month, but we did not know who it was from and what it was about . I brought up the question last month, but no one has contacted me to clarify what it is for.

Doug - What is it?

Mayor Crawford – Proclamation recognizing January 24-30 as “School Choice Week”. - (Read the Proclamation).

Rick - What do you need for that?

Jeff - I make a motion that we recognize it and proclaim it.

Doug - What is it?

Jeff - It is entirely nonpolitical and nonpartisan, and we do not advocate for or against the legislation, their goal is to simply raise the awareness among parents of public and nonpublic K-12 children of education options available to their children.

Rick - I will second the motion.

Mary Ann – Jeff, you are married to a public-school principal I assume you making the motion that this is not anything negative in our public-school system, correct?

Jeff - Just raising awareness to parents.

Mary Ann - I know it is important to me but like I said you made the motion and I know it is not a negative impact to Tazewell County Public Schools. We have outstanding schools.

Doug - Is this just for homeschooling?

Rick – Any school.

Rod – Paul, did you say you did not know who actually submitted this to us for consideration?

Mayor Crawford - That is what I said, yes.

Rod - So we don’t know who actually submitted to us for consideration?

Mayor Crawford - Jeff were you reading from the email?

Jeff - Company out of South Lake Texas, Proclamations Department out of Texas.

Doug – Is that a national movement?

Jeff - National School Choice Week.

Rod - Where was it from?

Jeff - Southlake, Texas, National School Choice Week provides an unprecedented opportunity every January to shine a spotlight on the need for effective education options for all children. Independently planned by a diverse coalition of individuals, schools and organizations, NSCW features thousands of special events across the country. The week is a nonpartisan, non-political public awareness effort.

Doug - I make the motion.

Mayor Crawford - Already made and seconded.

Mayor Crawford- 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, Rick – Yes, Doug-Yes, Mary Ann-Yes, Richard-Yes, Rod-Abstained(I will tell you why, they said it was not political but it smells political to me, I don't know who this group is.)- Motion carries – 5/1.

Mayor Crawford - We have a request from Cumberland Plateau Regional Housing Authority. We have received each year that I have been here, for payment in lieu of taxes for Fairfax Court Apartments. It is the apartments down by the Cornerstone Church. Cumberland Plateau is requesting this, Tim am I saying enough about it?

Tim - Cumberland Plateau Regional Housing Authority

Rick - I make a motion to waive the taxes for the Fairfax Court Apartments, Jeff second the motion.

Doug - What is the history on that? I know some years we did and some years we didn't.

Tim - Some years you chose not to do it based on discussion with Council members at that time. We have done it both ways over time.

Richard - Do we do a payment in lieu of that?

Tim – Yes, but there have been a few years when it wasn't. I think Mr. Viers come in here one time and talked about it. They often use the money to put back into Fairfax Court. If we pay the taxes, they put back into Fairfax Court. Does not say in this letter so I assume that what they will do.

Richard - I know you have a motion and second on the floor but if they pay a little tax that way we don't set a precedent for waving taxes .

Tim - It is a payment in lieu of taxes.

Doug - Any way we can stipulate that we will do it as long as they put back into the building there?

Tim - I think it is perfectly fine if they agree to do that.

Rick - It is the same people that helps us in this Town. We get several grants from them to help with given projects.

Tim - They helped us for several years when we had the housing rebuild projects, they didn't charge us anything for that either. That was from Regional Housing Authority, Town Advisory Committee we were not by statute, they did help us do that. I don't know about grants.

Rick - I thought they give some grant money when we did the water line.

Tim - That was Cumberland Plateau District.

Rick - But I thought it was done thru the Housing.

Tim - I don't remember that.

Rick - That is the reason I agreed to it.

Tim - They have helped us with housing issues.

Mayor Crawford - The organization is helping and has helped us a lot, is it \$1400?

Tim - \$1688

Mayor Crawford - \$1688

Doug - Several years ago we had a problem do you remember what it was?

Tim - I think we ask Mr. Viers to come and explained, they try to put things back into the kitchen and upgrade their equipment.

Doug - Some of the people that lived there came and spoke and ask that they upgrade, I think that was the problem they were not upgrading.

Tim - I can't remember the details.

Doug - I have heard complaints that it is not kept up as well as it should be, if we do away with the \$1600 we require them to put it back into the facility, I don't think that would be asking too much.

Tim - I am sorry, the second page the very last sentence "The Authority has identified use of these funds for resident services". We will clarify if you would like.

Doug - I would clarify in a letter.

Richard - The wording of it needs to state that it's a payment in lieu of taxes because if we pass the motion and it was offered and set precedence for anybody who wants to come in and waive taxes, we would have to make a decision.

Tim - You are asking for the motion to be amended.

Rick - I will amend it.

Doug - Can we amend it to require them to put back into the facility?

Rick - The motion that the \$1600 be put back into the property.

Rod - I ask the motion to be read so I can understand it.

Connie - The motion is that in Lieu of Taxes the \$1688.72 will be put back into the facility.

Richard seconded the motion.

Mayor Crawford- 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, Rick – Yes, Doug-Yes, Mary Ann-Yes, Richard-Yes, Rod-Yes - Motion carries – 6/0.

Mayor Crawford - I would like to take a moment to echo the appreciation that everybody has spoken of to Jeff, Rick, Council, Management, Police Department for everyone for the job that you do. Police Department especially for the support that they did on Veterans Day, I thought that was a very nice action and carried out very well. I do have a few questions, the ditch on Iron street it is not cleaned out, correct Tim?

Tim – I met with Mr. Wood and we went thru, I have it scheduled as soon as they can get to it. It should be done pretty soon.

Mayor Crawford - You think within a 30-day time frame?

Tim – Yes, by next Council meeting.

Mayor Crawford – The event permit that Lori Stacey ask for last time, Chief, we turned over to you guys to discuss, any further action?

Jerry – We have a meeting on Thursday afternoon with the committee to work the logistics out.

Mayor Crawford - So it is still where it was, correct?

Jerry - Yes sir but working out some of the issues about shutting the road down, we do have a meeting on Thursday evening.

Mayor Crawford - I do appreciate Larry Johnson purchasing 120 hams for our employees and Council. I am embarrassed that Council did not do that themselves. I have never worked for an outfit that couldn't furnish their employees a Christmas Dinner or some type appreciation.

Mayor Crawford - Rod, did you do research on the 4-year Mayor term?

Rod - No, I have not Mayor.

Mayor Crawford - Are you planning to?

Rod - Did we ask Wayne to dig into that for us?

Wayne- Council did ask me to do that I have added to "Closed Session".

Mayor Crawford – Ok, Thank you

Mayor Crawford - Do we have fluoride in the water yet, Tim?

Tim - They are working on it.

Doug - Can we give 30-day notice before it goes in?

Tim – As soon as we know the target date, we will do that.

Mayor Crawford - We just put the water bills and utility bills in envelopes. Did I understand that we are hiring a company to do that for us?

Tim – We looked at the ability to get information that the customers wants to see, like the history and things like that. The amount of money that it takes for us to print and do the analysis and print ourselves with that type of envelope type stuffer , it was pretty much break-even process. They are doing that process, we don't have to use our own printers, ink and we can get a stuffer that Connie can use with events and puts us in modern times. It is the next step to try to get everybody to utilize the internet and helps answer a lot of questions that would tie up the staff.

Mayor Crawford - When you say break even, It is not costing us anymore?

Tim – No

Mayor Crawford – Property at Dairy Queen we talked about in the meeting before.

Tim - Wayne you have anything on that. It is the property request from Mr. Cordle he was looking to lease or buy.

Wayne – If Council desires, they can do that, if you get an agreement in place.

Mayor Crawford - We can sell or lease? Would Council like to talk about that any at all?

Doug – I think he has a great idea, don't you think we need to let the public know and give everyone a chance, I am sure no one would want it but him, Council just needs to let everyone know.

Wayne – Absolutely, I think it is required not preferable. I have outline by next Council meeting if you desire.

Mayor Crawford - They requested, and we said we would give them an answer.

Wayne - Mr. Ratliff is correct, we can't just engage in private sale.

Doug - I think everyone would look at it as if you are doing this just for him .

Mayor Crawford - I understand completely, let's just do it.

Doug - You think you can have an answer in 30 days.

Rick - Do we have to have a public hearing on it? I don't think if we were going to lease it but If you were going to sell it.

Wayne – Depends if you are going to sell or lease.

Rick – You are going to sale or lease a piece of public property.

Wayne - Are we looking at selling or leasing?

Mayor Crawford - Not to my knowledge.

Tim – They want to buy.

Mayor Crawford - Lets go with that.

Doug - We have to advertise.

Wayne – Absolutely

Mary Ann – I forgot one thing in our packet. I agree with you I am ashamed of myself that I didn't think of something, last year we had a really nice Christmas Dinner at the Police Department that Connie decorated so nicely, it was very well attended by the employees, a lot of great food and fun. We didn't get to do that this year, but I think the very least we can do is give an additional paid holiday. I will make the motion that we that we have an additional paid holiday for Christmas Eve, the calendar was enclosed in our packet. This is been done throughout the Commonwealth.

Tim - It is providing December 24 as well as December 25 as a holiday correct. Is that what you are saying Ms. Strong?

Mary Ann – Yes, Sir

Mary Ann - I make a motion that we add an additional paid holiday, Christmas Eve, December 24 and December 25 Christmas Holiday for Town employees. Rick seconded the motion.

Jeff - Was it not presently on the calendar before?

Tim – No, December 25 is the only holiday.

Jeff - Why did they not think about it the beginning of the year?

Tim - That is something that Council choses to do each year.

Jeff- I thought you had a calendar worked out the first of the year.

Tim - It is in the handbook of what we get off and was adopted by Council, December 24 was not given.

Doug – It is really not a paid holiday it is just letting them off that day. We need to restate a little bit, that they get the day off not an extra paid holiday.

Mayor Crawford - Was paid holiday in the motion?

Mary Ann - I made the motion that it be a paid holiday.

Doug - Do you want the motion to be made they are off on December 24?

Tim - I took it as they would be off and be paid, is that correct?

Mayor Crawford - That is what the motion is right now.

Mary Ann - My motion was an additional paid holiday. We did not do anything for our Town employees this year. Larry gave everybody a ham. It is much deserving, especially the stress the town employees have been under, multiply floods, a lot of obstacles this year.

Doug - You going to let them off a day or are you going to pay them for it?

Jeff - It will be a paid holiday.

Doug - History before we left them off on December 24.

Tim - With pay

Doug – With pay not extra pay, right?

Tim – Right

Doug - I understand.

Mayor Crawford- 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, Rick – Yes, Doug-Yes, Mary Ann-Yes, Richard-Abstained , Rod-Yes - Motion carries – 5/1.

Mayor Crawford - That won't prevent me from asking for a Christmas Dinner for Town employees next year.

Doug - I think we were going to have one but because of the virus we didn't.

Mayor Crawford – No, sir, we refused to put money in the budget for it.

Mayor Crawford - "Manager's Report" – Tim Taylor

Tim - If everyone will look at the check register, you should have received the second one by email. Do you have any questions on any of the bills?

Mayor Crawford - Check No. 9064- \$1,300.00– Remove pump from silo – labor for that. Is that something that we don't have people qualified to do?

Tim – Not particularly, we had to have some extra help with that, due to the nature of it. It is a pretty intense job, this guy was qualified to do that, assuming a flow in it, this gentleman was trained to do that. It is an expert kind of thing. We don't have anybody that can do that.

Mayor Crawford - Is that like closed environment type thing?

Tim – Yes, it is confined space, lost a pump at Raven/Doran.

Mayor Crawford - Check No. 9080 - \$7,847.00,USALCO – WTP-DELPAC 2020

Tim – That is chemicals.

Mayor Crawford - Check No. 9105 – Spectrum Business - \$119.99, internet at the Rec Park. I thought they agreed to provide us internet.

Tim - Not at the Rec. Park, we get one(1) here and one(1) at the Police Department. We have fiber bought but we don't have it strung. Once we get fiber, we won't have to do this anymore.

Mayor Crawford - Is that a monthly charge?

Tim – Yes

Mayor Crawford – Check No. 9180 – Display Sales Company - \$2,210.00 Happy Holidays sign, donation from the Richlands Garden Club.

Tim - Donation from the Richlands Garden Club, they purchased the holiday sign.

Mayor Crawford - So they donated that much to us?

Tim – Yes

Mayor Crawford - It is showing here as an expenditure, correct?

Tim - We paid for it out of the budget because there was a check written, but money donated by the Garden Club.

Mary Ann – Who made the donation?

Tim – Richlands Garden Club.

Rick - It is a pass thru, Mary Ann.

Mary Ann - I think we need to publicly recognize the Garden Club for doing that, they certainly look a lot better

Tim - They absolutely do a great job, they sell the Christmas ornaments to make money, they spend right back into the community. They also spend a lot of time fluffing the wreaths. They do a great job, they really do.

Rod - I would like to express my appreciation to the Garden Club members, they are simply the best they do so much for the Town, and they need to be commended and they have found a home at the Section House. They have invested in the landscaping and they have more to do. They use it as a meeting place, they will be doing that pending COVID restrictions when possible. It is a great organization.

Mayor Crawford - They have agreed to take the planter over at the Britt's Park sign. They are going to take care of it starting in the Spring. I am very appreciative of that.

Mary Ann – I think in the Spring/Summer whenever we can before Council meets, we should have a reception for these wonderful volunteers and have them over to publicly thank them.

Jeff - That would be great.

Rod – If we could do that that prior to Council, we need to showcase the Section House, they have done tons of work at the Section House. The planters around here, I don't know if you noticed or not, but they are really nice , I think it would be the perfect time in the Spring if we don't have COVID restrictions. I would like to suggest that we have it at the Section House prior to Council Meeting and to showcase actually what they have done. They have done so much but would be a perfect opportunity to say thank you in person. I love that idea, thank you.

Mary Ann - I like the location as well, Section House, 2021 is going to be a better year, let's don't forget to do this as soon as we can in the Spring.

Rod - I agree

Mayor Crawford – Any more discussion on the checks? I will entertain a motion.

Rick - I make the motion to authorize the Town Manager to pay the bills, Jeff seconded the motion.

Mayor Crawford- 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, Rick – Yes, Doug-Yes, Mary Ann-Yes, Richard-Yes, Rod-Yes - Motion carries – 6/0.

Tim - The computer network we have quite bit of strive to keep our IT and our investment and our networking communications on track based on number of years to look at . Several years ago, we had to do some collaboration and we joined the virtual world and we bought some equipment. We have been very successful in doing that. This past year we actually went to IP phones which puts us in a little bit more modern times and it has been very successful. The next thing we have in the works long term was the computer design that replaces a couple really much need pieces of hardware. We have two (2) core switches in Town which ties in the Town Hall as well as the Police Department, to areas to house our data. We have what is called a DR Site, which I am going to let Frank talk about this. These things are getting some age on them and we are trying to get a plan together to address maintenance and the

proper way to do things as well as advance in technology. As we continue to advance technology in phones and enable people to utilize the internet, our networking gets taxed. The big thing about the core switches they are very expensive. They were purchase 15 years ago and they were used when we purchased them. They are about a 20-year item. That is pretty old. Right now, it is limiting our bandwidth in order to produce the traffic on getting from site to site. Frank, will you please come to the podium and explain. The reason we want to discuss before the budget cycle, we have a golden opportunity. With COVID we have been able to secure interest free financing from Dell, they provide due to COVID because of some of the problems in trying to keep their equipment up. They have put some incentives out there and little more incentive today. I let Frank talk about what the incentives are and what our options are. We have to act on the opportunity, so we don't lose it.

Frank – First I will explain how our network works. We have two(2) data centers and a Primary Data Center everything in our network goes to the Police Department, that is where our Primary Data Center is, it is there because of the generation of it. If the electricity goes off, we are still able to function due to the generator. Everything from the Water Plant, Sewer Plant, Town Hall, Police Department everybody goes to the Police Department in that core switch. We have a disaster recovery site that is located at the Town Hall. All the data is replicated from the Police Department to the Town Hall for a backup. There is fiber connection between the buildings, that is how the system works. Our biggest liability to our network system is the two (2) core switches. The core switches are about 20 years old; they have been good, and they work well, but technology has passed them up. We don't have maintenance support for them and that is due to age. Cisco just doesn't provide a maintenance contract. When parts go down, we are limited to eBay and places like that for power supply or whatever we need to make that work. On the handout I listed the critical pieces to our network at the Police Department, Primary Data Center. We purchased a new router last year. The Cisco core switch is 20 years old. We purchased two (2) new firewalls in 2018. The SANS is a storage device we have one at the Police Department and one at the Town Hall, we have four (4) servers linked together for our data to process thru. We purchased those approximately five (5) years ago which are end life for network standards. Dell standards is five (5) years for life of server. It is also end of life for SANS. Here at the Disaster Recovery Site the servers we were using five (5) years ago were refurbished for here, the servers here are ten (10) years old. The core switch that is here every computer and phone plugs into that core switch. If we lose either one of those two the network is down. It cannot function without the core switches. The proposal, our network architect guy and partners with Dell and Cisco they put together a proposal to eliminate the site here at the Town Hall, get rid of the servers, SANS, backup server, storage devices and put one (1) appliance in and move our back up to the cloud, which is where everything is going. We do away with the SANS, server, storage and replace the switch. All those things are end of life. The projection that we had from the Dell design shows in the next five (5) years with this proposal we could save over \$100,000 in our network. If we do business as usual with our current design means we have to replace items and pay maintenance fees. We are going to be over the \$100,000 just for that part. An example of money savings, at the end of this month we will have to pay Cisco and Dell \$12,000 for the maintenance on the two (2) SANS and what we want to do with the proposal is to get rid of the one here. Our Primary Data Center and part of the proposal as a five(5) year maintenance fee. The five (5) year maintenance fee on the proposal from Dell is \$104,000. Due to COVID they have 0% financing for three (3) years which would make a payment of \$34,000 for the next three (3) years. Again, that is a projected \$100,000 savings just on that part over the next five (5) years. The other proposal is from Cisco, our Cisco representative recommended replacing the two (2) core switches with two (2) up-to-date high speed core switches which would improve our network. We have a connection between Town Hall and Police Department, 1 gigabyte, that is a whole lot. If you tack all the things that go on it slows down the network, the new switches will function up to 40 gigabytes of speed. The issues that we have now plus in the future. Also due to COVID they agreed to give us 0% interest for the next three (3) years. These two(2) switches cost more than all the other Dell items, it is \$138,000. We got 20 years of service of what we have now we can expect longevity out of the switches that we are going to replace. Biggest liability in our whole network is the core switches. If it goes down the network does not work. If it goes down here, none of the data can get to the Primary Data Center and they can retrieve any past history until it is fixed. Switches are obsolete and cannot be replaced. If you can't find what you need from eBay they are not going to be fixed. Core switches are not off the shelf, it is something that is built. You go to Cisco and say you need, this, this and this It takes time. The network could be down a

considerable amount of time should it fail. Most of our IT Budget consist of maintenance fees and licenses. You can see from the \$12,000 savings that was budgeted out of the IT budget to pay maintenance fees for the two (2) SANS. That is \$12,000 that we don't have to spend, that can go toward the yearly payment for Dell proposal. There are other license fees we don't need, like Mr. Taylor said we are virtual, there is license for that everything dealing with network and license. We don't need as many VM licenses with the new proposal because we don't have as much equipment to license. I know it is a lot of money we have been working on for the last three (3) months. We will have enough network to handle today and the future and add some common parts to whatever. This does not address workstations. A workstation is \$600, a core switch is \$65,000.

Tim – We have opportunity now, if we do nothing we are at the biggest risk. You can't afford to put a \$40,000 redundant switch on the shelf. The way you cover yourself with that is you have to have maintenance fees. The problem we have there is no maintenance fee because there are no parts. If you lose the core switch you are down, you are exposed to that. Of course, that has been a problem. There was a lot of used equipment back ten (10) years, it is not there today. We think it is a good deal due to the financing and the actual \$20,000 three (3) years savings, as of today.

Frank - We negotiated with Dell and got another \$20,000 drop in the total cost.

Tim - This would put the Town where it needs to be for the next five (5) years, except for desktops and things like that. You don't have to worry about this year's budget we worked that out as long as you appropriate the money in next year's budget first payment will be due in July. The invoicing would not be a part of this year's budget. You just have to make sure you appropriate the money in the next budget cycle. But we will put in in the next two (2) months will reduce the need for staffing and having and expert type staffing because you will have maintenance agreements. We do have consultants that work on the high in problems. They are very intense to deal with. I just don't want to miss an opportunity. If you do nothing we are at risk. If you don't do the line with the cloud, lose \$100,000 savings over five (5) years. It seems like the right thing to do; you will have to budget next year.

Doug - You don't have to start paying until next year.

Tim – July, gives you time to plan how to get the money. It requires a commitment. Once you sign the documents you will have to pay it. It will have to be appropriated.

Jeff - Will pay for three (3) years, correct?

Frank – Yes

Jeff - The servers only last for five (5) years, correct?

Frank – Yes

Frank - A server \$8,000 .

Jeff - How long does the switch last?

Frank - We have the last ones for fifteen (15) years.

Jeff – What is the time frame on the equipment, to work on them?

Tim – They say five (5) years, but we usually get eight (8) years.

Frank - The SANS that we are going to replace are five (5) years old. Dell classifies end of life five (5) years. We can keep using after five (5) years, last year our maintenance was \$10,000 for two (2) SANS. This year is about \$12,500.

Jeff - We don't have to pay a maintenance fee with this.

Frank – Correct, All the maintenance fees for all the equipment that we are going to purchase is included in that price. If you look at the SANS that is \$12,000 this year, about 10% increase every year. You are looking at \$70,000 in maintenance fees just for those two (2) pieces, even if they survive that long.

Tim - You are given an attractive financing. You are going to have to get a plan in place, those switches will not last forever.

Rick - When do you need to know?

Tim – We have until Jan 15 on one, end of year on the other.

Frank – Core switches offer good until end of year.

Jeff – Which do you recommend?

Frank - I recommend both.

Tim - Put you where you need to be for the next five (5) years.

Frank -If you look at it this way, \$104,000 for the Dell proposal, just this month you can take \$12,000 off of that due to no maintenance fee, that makes it \$90,000 if you will look you will only have \$20,000 savings. The projection is \$20,000 savings per year , estimated \$100,000 in five (5) years.

Jeff - They offer 0% for three (3) years, correct?

Rick - Yes

Frank - In the proposal they offered for the three-year maintenance, but we wanted the five-year maintenance even though it cost a little more give us more of a cost savings.

Jeff – That is two(2) proposals on board?

Frank – Yes

Jeff - One(1) is \$100,000 and one(1) is \$138,000.

Frank – Yes

Doug – So you will average \$60,000 a year with savings.

Frank - At least \$20,000 maybe more, the way maintenance fee works the older it gets the more the maintenance cost.

Rick - I am not going to be here to say pay or not.

Mike Street – Can you tell me about the maintenance, how streamline is the maintenance?

Frank – Maintenance is paid per year on the SANS we have a backup server that there is no maintenance on because of the age of it.

Mike Street – So we have no redundancy?

Frank - No

Mike Street - If something happened to that would be bad?

Frank - It would be unless it was something that was still on the SANS.

Mike Street -- Dell owns the And switches?

Frank – Cisco switches

Mike Street - What was the Dell?

Frank – Dell systems is a newer type SANS .

Mike Street – That is Cool.

Frank - We will have two (2) SANS, eliminates one (1) and put a unified SANS and we have IPA here that does some storage for retrieve or backup and pushes to the cloud.

Mike Street - We will come in on Cloud.

Frank – Yes

Mike Street –Which is modern way you should go.

Tim – Eliminates the need for generator, everything traveling to the PD.

Rick – You tell me yes or no.

Mike Street – Yes

Frank - I have copies of the quote for you to look at.

Jeff – Do they install?

Frank – We have our own guy that does it.

Rick - How much does that cost?

Frank – We pay him monthly already, if all the equipment was here, he could install in less than a week.

Mike Street – Who currently does the maintenance?

Frank – We have zero maintenance.

Frank - The maintenance from Cisco on the switches, would be next day air parts , some four (4) hours, seven days 24 hrs. a day.

Mike Street – Is that streamline process? They said anything about the process for maintenance for that. Is there a number to call?

Frank - It is mostly automated; it emails to a Cisco Rep who calls us and says we have a power outage processor bad or whatever it is if it is power supply come and put in.

Mike Street - It is something you don't want to put on the back burner, every day you need to become more and more modern, if we don't keep up with the times we will be left behind. We will get in the

situation if we don't have any redundancy and then it's going cause this right? In my opinion I think you should go forward with it ; I don't know if you can get a better price.

Tim - It's government, already discounted; it is produced for us. If you were buying for general business, you would pay a lot more for that.

Mike Street - I would recommend that you go ahead and do it.

Rick - You have to pay for it, I don't have to.

Mike Street - It is a situation where if something was to happen you would be down. You would not have opportunity for anything. What would we do without internet, think about that? Think of the liabilities we would have, a really, really bad situation. Especially when it comes to redundancy , the cloud is the most reliable resource in the United States right now. I would say it is a good opportunity that is just my opinion.

Rick - You need a motion to go forward.

Tim - Yes, I would need authorized to sign.

Rick - I make a motion to allow Mr. Taylor to sign finance agreement to move this forward, Doug seconded the motion.

Mayor Crawford- 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, Rick – Yes, Doug-Yes, Mary Ann-Yes, Richard-Yes, Rod-Yes - Motion carries – 6/0.

Tim - There was request for a drive thru window, request we had last month. If you look at the drawings will give you an idea. We want to build this little section underneath the dental mold basically a small room that will stick out on the west end of the building, it ties into collections where those windows are. Folks will be able to drive up to the window. If you look at the sketch top view , the black will be the pavement, the gray would be the sidewalk, the extension you see out from the sidewalk , would be the extension from the collections. It is just one (1) small room just like you see at a bank and it has three (3) windows in it. It would be the charter of the gable would match the front of the building. We would use the same type of tin roof. Adrienne can speak on the cost estimates.

Adrienne – The cost estimates were close to \$40,000 maybe a little less , was a budgeted figure.

Tim - We have approximately \$32,000 from Cares Act funding.

Adrienne – Approximately \$32,000 money from COVID-19 that was approved by Eric Young to use for the drive thru window purpose.

Tim - If Council wants to go thru with this, we need approval, we may have to appropriate a few more dollars once we get the final numbers on it. It may come in a little bit cheaper. We will need to vote in case we have to appropriate additional money. In today's time, if you want to consider, COVID is working pretty hard on our staff, it has effected the Wastewater Plant, Rec Park, Sanitation and Street Department, it has hit a lot of our departments in different forms and fashions. It is difficult to work and do the necessary essential work for our community without being exposed in some form or fashion don't matter what you do. This element would help at least the exposures that the ladies have. They are getting plenty of exercise going to the door this would help now and the future if you allow us to do that. It is for your considerations. Adrienne ,you have anything else to add.

Adrienne- No, unless there are questions.

Mary Ann - When do you plan to get started and how long will the project take?

Tim – The obligation for the money, we have to do something now, Connie can you address?

Connie - We need to go ahead and get a contract on it and get started, Eric said if we weren't finished but, in the process, they would allow us to use that money. The money was supposed to be spent by the end of December.

Tim - This was a contract job not a Town job, that is why it is expensive.

Mayor Crawford - So you are saying we need to break ground before the end of December?

Connie – Yes

Rick – The only thing I ask you to do is call Highlands Glass and get them involved. That is all I ask, and I will vote for it.

Tim - I think we used them as a vendor.

Connie - They are the ones that put the glass in the hallway recently.

Tim – We use them pretty regularly.

Rick - Give them the opportunity to bid on it.

Tim - We have to bid with the contractor we will guide them that way.

Jeff – Do we have better options?

Rick – It is a drawer, slide in and out.

Tim - It is like a bank.

Mayor Crawford – Is it a drive up or do you walk up to it?

Tim – Drive up, as you can see there is a foot of sidewalk there that allows the drawer to come out and go to the car. The overhang will come even with the sidewalk. That is how it is designed.

Jeff - I have a hard time spending that money on that, is there something else we can spend the \$32,000 on, other than a drive thru window. There has to be something more productive that is a lot of money. Look at the collections on unpaid utilities.

Connie - You can't use the money for that.

Jeff - I know that, we are not making any money right now on collections.

Tim - Most of this money was used on PPE items. We might get creative and use a little bit on some of the telecom like we did in here. We kind of felt like the window was the right way to spend it. We do have a lot of falls out front on the steps; it would eliminate some of that during non-COVID times. Adrienne, can you speak on behalf of the staff. Is it something that you support or don't support? If there is a better way to spend it, now is the time to talk about it.

Adrienne - It is something I support obviously it was my idea but if Council has better idea of ways to spend that money on preparedness or PPE certainly, we would be glad to entrain that.

Connie – On the PPE items , FEMA said if we run out of money, we could apply to be reimbursed for PPE items. We can use the \$32,000 for PPE items, but if we use for the window, we can go to FEMA and

request money for PPE items, that is all we can request from them. If we don't use the money this time for the window, I think it would be hard to get the money anywhere else later .

Rick - Can we cut the sidewalk out and put the window inside and not build the window out?

Tim - You couldn't drive thru.

Rick - You could cut the sidewalk out and put the window in, I think that would be a lot cheaper than building out on the building. I see the need for the window but building the window out, if we could cut the sidewalk and take out to the building where cars could come out and come in.

Tim – The problem I see with that we can't go into the second window we have an underground fiber and things in that area. It would have to go into the second window you would lose the front sidewalk. We can look at that obviously . Putting a chair in the hall will not sure if that would work either, there is no room for a person to sit there , I will have to study it. It is a good concept.

Rick - The window is pretty important because of no interaction.

Tim - You would have to have a person to sit at the one window .

Rick –No one is coming in the office anyway I don't think it will be a problem

Doug - The \$32,000, what could you spend it on other than window, need to look at that too, if you don't build the little shack what can you spend the \$32,000 on?

Tim - We have needs, we have police car type needs, you have to add more money to them, ambulance would be great that is going to be \$130,000 won't help you there.

Jeff – Can you spend on the computer system?

Tim – We ask but we have not gotten an answer , I believe it will be no. We can ask for that, but we are running out of time. It would be great if they would buy some of this Dell stuff and pay our first payment with it.

Doug - Can we have a contingency if they turn down the computers, when would you know?

Tim - Frank, did you get a response from anybody on that?

Frank – Cisco Rep said he had sold merchandise to government organization that used COVID money. When I spoke to Connie, I don't think the county has any COVID money left.

Connie - This \$32,000 we already have .

Tim – What was the source, was its HHS?

Adrienne - It was part of the Cares Act funding that was from the county. We received money for the business and received funds to reimburse us for previously purchased PPE equipment and we received some funds for preparedness. This is money we had left in preparedness we were trying to find effective and efficient way to use funding that would benefit us during the pandemic and for future purposes.

Mary Ann - How are we in supplies for chemicals, sprayers like to disinfect the Town Hall , Police Department and Rec Department vehicles and so forth?

Tim – Connie, do you know?

Connie - No one has requested anything else from me, I don't know.

Doug - I think you have gallons , you should have plenty, all they have to do is spray it. You have three(3) or four (4) sprayers and you have gallons to spray.

Doug – If there is no other way to spend the \$32, 000 , we could do it on contingency if no other way to spend go ahead and build it.

Tim - Do you want to prioritize the computer equipment to see if the county will allow or not?

Jeff - Yes, I think we need the computers worse than we need the drive thru.

Tim – Not necessary the computers but this plan.

Jeff – The system .

Doug – Could we have a Plan A and Plan B - Plan A if you can get the Cisco system with it and if you can't do that

Adrienne – Absolutely, if the money can be used for the system that would be excellent, we just need to be able to prove and explain to the county that is a COVID related issue. If it passes with our auditors and they say that was not just a maintenance need it was a need during the pandemic that would be great but that may be issue we run into but it is worth a shot for sure.

Doug - If Council agrees, try to get an answer before the end of the month so we don't lose the \$32,000 and if we are turned down on that then Mr. Taylor the power to start this project and break ground before we lose it. Would that be a compromise?

Adrienne - I think we should contact Eric tomorrow. We need to get an answer as soon as possible.

Mary Ann - You need to actually break ground correct. As far as the contractors that are interested it is December 8 and most really good contractors are busy. The longer we wait how likely is it that someone is going to wait on us .

Doug – If she finds out tomorrow, Adrienne you will contact them tomorrow and try to get an answer?

Adrienne – We need to contact Eric Young as soon as possible. We don't have to break ground, but we do have to have a contract in place and process in place if we do the drive thru and close to breaking ground.

Doug – You have a few days for you to figure it out. If we give Mr. Taylor the directive if that falls thru go ahead with the drive thru. What do you think?

Jeff - If we don't have other ways to spend the \$32, 000 that is definitely a plan.

Doug - We will have to give Mr. Taylor a directive because we won't be meeting again .

Rod - The drawing is not in the packet; I don't think Mary Ann has it either .

Jeff - They emailed today if you want to check your email.

Rod - Is it possible to put on the table and Frank share that drawing with us?

Mayor Crawford - The drawing doesn't tell you very much.

Rick - I would like for Tim to figure out if we could just put a window inside of the building.

Tim - That would be pretty easy, we can do that in house.

Rick - We would not have to put money with it and still gives us a drive thru window and if we could use the rest of the money on the computer system we are in good shape.

Mayor Crawford - If I may suggest why don't we direct Tim to find out from the county if we can use Cares Act money for the computers if we can that is what we direct him to do, if not, and we don't use the Cares money we are still using \$8,000. I think we could put the window in for \$8,000. If not, we need to get a contract on the shed and get it built.

Rick - We could use so much for the window and the Town would not be out any money and put the rest over on the computer system.

Mayor Crawford - How are we going to give him infinitive direction on what to do?

Tim - You will have to vote on this because have to appropriate the money.

Doug - I make the motion to have a plan A which is Cares money on the computer and Plan B if we are turned down give him the directive to go ahead with the window. Rick seconded the motion.

Mayor Crawford- 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, Rick – Yes, Doug-Yes, Mary Ann-Yes, Richard-Yes, Rod-Yes - Motion carries – 6/0.

Tim - I want to wish Council a Merry Christmas and Happy New Year. Jeff, we appreciate your service to the community and as a taxpayer. Happy New Year and Merry Christmas to your families

Wayne - We sent an email out this afternoon and provide everyone with a copy to readopted emergency ordinance – (Read the ordinance) Need to entrain a motion to waive the second reading of the ordinance.

Mayor Crawford - I entrain a motion to waive the second reading of the ordinance.

Jeff - I make the motion the waive the second reading, Rick seconded the motion.

Mayor Crawford- 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, Rick – Yes, Doug-Yes, Mary Ann-Yes, Richard-Yes, Rod-Yes - Motion carries – 6/0.

Mayor Crawford - Is 60 days as long as we can make it?

Wayne - Yes

Rick - I make a motion to adopt the O-2020-12-01, Rod second the motion.

Richard - Is that the ordinance that has Ms. Brown as Clerk?

Tim – Yes

Richard – Would it be proper to strike and let Ms. Allen, Interim Clerk sign the ordinance?

Wayne - Yes, that is appropriate.

Mayor Crawford- 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, Rick – Yes, Doug-Yes, Mary Ann-Yes, Richard-Yes, Rod-Yes - Motion carries – 6/0.

Wayne - One more motion to adopt as an emergency measure effective immediately and not 30 days.

Richard - I make the motion to go into effective immediately, Rick seconded the motion.

Mayor Crawford- 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, Rick – Yes, Doug-Yes, Mary Ann-Yes, Richard-Yes, Rod-Yes - Motion carries – 6/0.

Wayne - Need a motion to go into executive closed session for 2.23711(A1) Personnel 2.23711(A7) discuss actual probable litigation, 2.23711(A8) for Consultation for legal counsel regarding a specific legal issue, specifically charter amendment process and 2.23711(A29) negotiation of a public contract.

Doug - I make the motion, Jeff seconded the motion.

Mayor Crawford- 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, Rick – Yes, Doug-Yes, Mary Ann-Yes, Richard-Yes, Rod-Yes - Motion carries – 6/0.

Mayor Crawford - Lets take five minutes then we will go into "Closed Session".

Wayne – Mayor we need to entertain a motion that the Members of Council reconvene in open session and certify that the topics and subject discussed while in executive session were those both lawfully exempted from the open meeting requirements.

Mayor Crawford – We need a motion to come back into "Open Session".

Rick - I make the motion to come back into "Open Session", Doug seconded the motion.

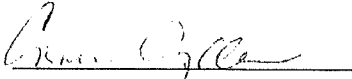
Mayor Crawford- We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Roll Call – Jeff- Yes, Rick – Yes, Doug-Yes, Mary Ann-Yes, Richard-Yes, Rod-Yes - Motion carries – 6/0.

Tim - Hobart Lester will be retiring this month, 40 years of service, we will replace him next week.

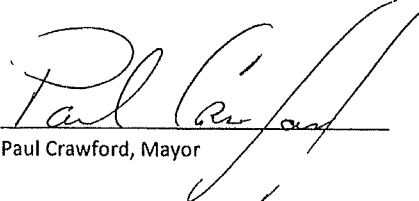
Rick - I make a motion to recess until December 14, Jeff seconded the motion.

Mayor Crawford- 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, Rick – Yes, Doug-Yes, Mary Ann-Yes, Richard-Yes, Rod-Yes - Motion carries – 6/0.

Mayor Crawford - We will recess the meeting until December 14.



Connie Allen, Town Clerk



Paul Crawford, Mayor