

City Council Meeting Packet



January 19, 2020

AGENDA

Norton City Council

January 19, 2021

6:00 P.M.

1. Roll Call
2. Invocation
3. Pledge of Allegiance
4. Approval of Minutes
 1. Organization Meeting of January 5, 2021
 2. Meeting of January 5, 2021
5. Special Presentation
6. Audience for Visitors
7. New Business
 - A. Update on a Joint Project with Norton City Schools.
 - B. Presentation of the FY20 Fiscal Audit by City Auditor Tamara Greear of Rodefer Moss & Co.
 - C. COVID-19 and CARES Act Funding Updates.
 - D. Confirmation of a Check/Transfer in Excess of \$100,000.
 - E. Closed Meeting for Personnel as Per Section 2.2-3711 (A) (1) and Section 2.2-3711 (A) (3) of the Code of Virginia as Amended, Discussion or Consideration of the Acquisition of Real Property for a Public Purpose, or of the Disposition of Publicly Held Real Property, Where Discussion in an Open Meeting Would Adversely

Affect the Bargaining Position or Negotiating Strategy of the Public Body.

1. Appointment to the Norton Social Services Advisory Board to Fill the Unexpired Term of Jane Sandt.

To 05/22/24

2. Appointment to the Norton Redevelopment & Housing Authority for a four-year term, Currently Stephen Collins Whose Term Expires 1/28/22.

To 1/28/26

3. Appointment to the Norton Highway Safety Commission for a Two (2) Year Term; Currently Steve McElroy; Joshua Ball, Gary Call, and Cody McElroy Whose Terms Expires 1/31/2021.

To 1/31/2023

4. Appointment to the Southwest Virginia Emergency Medical Service Council for a Two (2) Year Term; Currently Todd Lagow Whose Terms Expires 1/31/2021.

To 1/31/2023

5. Appointment to the Norton Rescue Squad Board of Directors for a One Year Term; Currently Delores “Dee” Belcher and William Mays Whose Terms Expires 2/1/2021.

To 2/1/2023

8. Comments by the City Manager, City Attorney, and City Council.
9. Adjournment.

An organizational meeting of the Norton City Council was held on Tuesday, January 5, 2021, at 6:00 p.m., in the Municipal Council Chambers with City Manager Fred Ramey presiding.

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

Also Present: Fred L. Ramey, Jr., City Manager, Jeffery L. Shupe, Finance Director

The city manager opened the floor for nominations for mayor.

Councilman William Mays nominated Joseph Fawbush to be reappointed as Mayor.

Councilman Caruso seconded the nomination.

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

Mr. Ramey declared Joseph Fawbush reappointed as mayor of the City of Norton.

Mr. Fawbush came forward, was sworn in by the clerk, and took his seat on council.

Mayor Fawbush opened the floor for nominations for vice mayor.

Councilwoman Belcher nominated Mark Caruso to be appointed as vice mayor.

Upon a motion by Councilman Mays, seconded by Councilman Fultz, and passed by unanimous vote, council moved that the nominations cease with Councilman Caruso abstaining.

Mayor Fawbush declared Mark Caruso reappointed as vice mayor of the City of Norton.

Mr. Caruso came forward, was sworn in by the clerk, and took his seat on council.

At this time, the remaining three council members took their seats on council.

Mayor Fawbush opened the floor for nominations for the appointment of city manager.

Councilman Mays moved to reappoint Fred L. Ramey Jr., as city manager.

Councilman Caruso seconded the motion. There being no discussion, council passed by unanimous vote to reappoint Fred L. Ramey, Jr., as city manager.

Mayor Fawbush declared Fred L. Ramey, Jr., reappointed as city manager of the City of Norton.

Mayor Fawbush opened the floor for nominations for the appointment of city clerk.

Councilwoman Belcher nominated Rebecca Coffey to be reappointed as city clerk.

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

Mayor Fawbush declared Rebecca Coffey reappointed as city clerk.

Mayor Fawbush opened the floor for nominations for the appointment of city attorney.

Councilman Caruso nominated William Bradshaw to be reappointed as city attorney.

Councilman Mays seconded the nomination. There being no discussion, council passed by unanimous vote to reappoint William Bradshaw as city attorney.

Mayor Fawbush declared William Bradshaw reappointed as city attorney.

The next agenda item was to set the dates and times of council meetings.

It was the consensus of council that the meeting dates and times remain the same – the first and third Tuesdays of each month at 6:00 p.m., in the Municipal Council Chambers.

Council had been presented with A Resolution of the City Council of the City of Norton, Virginia, to Dispense with the Second Reading of All Ordinances.

Upon a motion by Councilman Mays, seconded by Councilwoman Belcher, and passed by unanimous vote, council moved to adopt A Resolution of the City Council of the City of Norton, Virginia, to Dispense with the Second Reading of All Ordinances. (Insert)

There being no further business to come before council and upon a motion by Councilman Caruso, seconded by Councilwoman Belcher, and passed by unanimous vote, council moved the organizational meeting was adjourned.

CITY OF NORTON, VIRGINIA

Joseph Fawbush, Mayor

ATTEST:

Rebecca K. Coffey, Clerk of Council

The regularly scheduled meeting of the Norton City Council was held Tuesday, January 5, 2021, at 6:15 p.m., in the Municipal Council Chambers with Mayor Joseph Fawbush presiding.

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

Also Present: Fred L. Ramey, Jr., City Manager, Jeffery L. Shupe, Finance Director

The invocation was given by Councilman Robert Fultz and was followed by the Pledge of Allegiance led by Police Chief James Lane.

Upon a motion by Councilwoman Belcher, seconded by Councilman Caruso, and passed by the following unanimous vote: YES – Fultz, Mays, Belcher, Caruso, and Fawbush, NO – None, ABSENT – None, council moved to adopt the minutes of the December 1, 2020, meeting as presented.

There was no response to the Mayor's Call for Visitors.

Included in council packets for consideration was a request from Norton City Schools for a supplemental appropriation for a security grant match.

Mr. Ramey told council that during the 2020 budget process the school system informed council that the division would be applying for a security grant and would require a local match if the school was awarded the grant. He said the school system was recently informed of the grant award and Norton City School Superintendent Dr. Gina Wohlford was present to discuss the grant details and the local match requirement.

Dr. Wohlford said that the security grant totaled \$179,961 and will allow for the upgrade all the 44 outdoor and 16 indoor video cameras at John I. Burton High School. She stated that this will complete the camera upgrades at both schools and next year the school system will be applying for a lesser dollar amount. Dr. Wohlford said the city's local match was \$44,990.25.

After a brief discussion and upon a motion by Councilman Mays, seconded by Councilwoman Belcher, and passed by unanimous roll call vote, council moved to appropriate \$44,990.25 from unappropriated reserves to provide the local match for the security grant awarded to Norton City Schools.

In their packets, council received a request from the Commissioner of the Revenue to refund erroneously assessed 2020 personal property taxes. The refund, in the amount of \$393.40, is due to Toyota Lease Trust because the vehicle was not leased as of January 1, 2020.

Upon a motion by Councilman Fultz, seconded by Councilwoman Belcher, and passed by unanimous roll call vote, council moved to approve the refund to Toyota Lease Trust, 20 Commerce Way, Suite 800, Woburn, MA, in the amount of \$393.40.

The next agenda item was an update on the number of COVID-19 cases in the area, the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), and city administration's plans moving forward.

Via a PowerPoint presentation, the city manager provided council with an update on the trend of the total number of COVID-19 cases within the city, and he noted that the Virginia Department of Health now provides localities with COVID-19 vaccine information. Mr. Ramey

stated that the Commonwealth had received 451,075 does of the COVID-19 vaccine and that 131 citizens had received the vaccine.

Next Mr. Ramey provided council with a history of the funding and expenditures pertaining to Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and city administration's plans moving forward. He said that city administration recently learned that Congress extended the deadline for incurring expenses related to the COVID-19 from December 30, 2020, to December 31, 2021. Mr. Ramey said the new extension will have little impact on the city except for expending the remaining \$32,000 prior to the December 31, 2021 deadline. Mr. Ramey said the majority of the city's expenditures included partner organizations such as Norton City Schools, Norton Rescue Squad, Family Crisis Support Services, Wise County Food Bank, Norton Industrial Development Authority, and Wise County Circuit Court Clerk and that \$525,017 in CARES Act funding has been shared with these partner organizations.

Next, Mr. Ramey updated council on the regional LENOWISCO Small Business Recovery Assistance Program (LENOWISCO SBRAP) that includes the counties of Lee, Scott, and Wise, and the City of Norton. He said the city was the fiscal agent for the program and that a grant totaling \$1.6 million was awarded to LENOWISCO SBRAP. Mr. Ramey stated that there are three rounds of funding and so far the city has drawn down \$1,147,080 of which Norton businesses are estimated to have received \$273,380. He said the deadline for Round 3 funding closed on January 8th and city administration is awaiting the processing of paperwork to draw down the remaining funds.

The city manager informed council that city administration applied for CARES Act funding under the Municipal Utility Relief Program and had received \$49,294.62. He explained that the program was created to assist municipal utility customers experiencing economic hardship due to COVID-19 and are in arrears on their utilities. Mr. Ramey said there is a timeframe for the utility arrearage and that customers' late bills must fall within that timeframe to qualify. He said the city has advertised the relief program on the city's website and social media and that 49 applications have been received to date.

Councilman Caruso stated that city administration and staff have done an absolutely marvelous job taking care of the city and partnering with others to keep businesses and citizens supported during this coronavirus pandemic.

Included on the agenda for council consideration was the Annual Commonwealth of Virginia Holiday Calendar as published on January 1, 2021.

Mr. Ramey advised that several years ago council adopted the State Holiday Schedule for employees and it has worked very well and each year council confirms the annual holiday schedule.

After a brief discussion and upon a motion by Councilman Mays, seconded by Councilwoman Belcher, and passed by unanimous vote, council moved to approve the State Holiday Schedule as published on January 1, 2021.

Also included in packets for council consideration was a check to Norton Industrial Development Authority, dated October 9, 2020, in the amount of \$131,250 for transfer of CARES Act funding.

Upon a motion by Councilwoman Belcher, seconded by Councilman Fultz, and passed by unanimous roll call vote, council moved to confirm the check to Norton Industrial Development Authority, as stated above.

Upon a motion by Councilman Fultz, seconded by Councilman Mays, and passed by the following roll call vote: YES – Fultz, Mays, Belcher, Caruso, and Fawbush, NO – None, ABSENT – None, council moved to go into closed meeting for Personnel as per Section 2.2-3711 (A) (1) of the Code of Virginia, as amended, and Section 2.2-3711 (A) (3) of the Code of Virginia for Discussion or Consideration of the Acquisition of Real Property for a Public Purpose, or of the Disposition of Publicly Held Real Property, Where Discussion in an Open Meeting would Adversely Affect the Bargaining Position or Negotiating Strategy of the Public Body.

Mayor Fawbush declared council in closed meeting.

Upon a motion by Councilman Fultz, seconded by Councilman Caruso, and passed by unanimous vote, council moved to go back into open meeting.

Mayor Fawbush declared council back in open meeting.

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

Upon a motion by Councilwoman Belcher, seconded by Councilman Caruso, and passed by unanimous vote, council moved to adopt A Resolution of the Certification of Closed Meeting. (Insert)

In comments from the city manager:

Mr. Ramey said he underestimated the turnout for the Santa Station and the excitement it generated, but traffic flowed well on Market Street and the city received positive reactions. He said over 200 bags of candy were distributed.

The city manager said the new ambulance, which is being purchased using CARES Act funding through a partnership with Wise County, is expected to be picked up this week.

He told council that Statements of Economic Interest are due back to Clerk Rebecca Coffey by February 1st.

Mr. Ramey told council he provided for review copies of the latest financial statement and Retail Sales Tax Report. He then provided members with a Summary of City Council Highlights for 2020, and said he hopes to have the administrative highlights completed by the January 19th meeting.

The following comments were made by council members:

Councilman Fultz asked the city manager for an update on Project Intersection.

Mr. Ramey said the project is nearing completion and we are expecting a bid opening to sell the first seam of coal next week. He stated that two blasts will be held this week and the project is expected to be completed in January. Mr. Ramey said grass will be planted in April and the utility drawings are being designed to go out to bid in February. He said there are discussions regarding harvesting the second seam of coal, but that would level the tract of land with U.S. 23 so city administration is discussing with the Division of Mines Minerals and Energy (DMME) and the engineers.

Councilman Fultz said he noticed the city Christmas tree and that he is looking forward to the tree being raised 8 feet next year.

Councilman Fultz asked the city manager if Rural King owned property in the city. Mr. Ramey said he has not had any formal discussions with anyone and I have not seen a deed. Mr.

Ramey added that the portion of the old Wal-Mart property at the Virginia-Kentucky Regional Shopping Center has been separated and sold.

Councilman Fultz said he met with LENOWISCO Health Department representatives and they will be providing COVID-19 vaccinations on Mondays and Tuesdays at the City Center and LENOWISCO will begin advertising on Monday, January 11th.

Councilman Mays praised all the emergency workers and city employees for the extra precautions they are having to take during these trying times and noted that they are doing a fantastic job.

Councilman Caruso echoed Councilman Mays comments regarding the city's first responders and stated that they are doing a fantastic job.

He noted that the city had a broken sewer line and that the city's Transmission and Distribution Department (T&D) had done a great job repairing the line in the inclement weather.

Councilman Caruso stated the Christmas event was awesome and that they drove their grandson by the Santa Station two or three times and that he really enjoyed it. Hopefully, we can do the event again next year, he added.

Mr. Caruso asked the city manager on his presentation chart if he could overlay the number of daily COVID-19 cases so it can give council a better perspective.

Mr. Ramey said he could provide that graph for council.

Mayor Fawbush said goodbye to 2020 and that he is proud of everything that was accomplished in 2020. He said everyone is to be commended for the projects that were completed.

He said he is looking forward to 2021 and the building of the Destination Center and the new sidewalk that will be installed from downtown to the center. He is excited for the completion of downtown and other projects that are in the works and he noted that it would be exciting next year to have a tenant in the Project Intersection facility.

Mayor Fawbush commented that Southwest Virginia lost a great advocate for our area with the passing of Senator Ben Chaffin. He asked that everyone keep the Chaffin family in their thoughts and prayers.

There being no further business to come before council, Mayor Fawbush declared the meeting adjourned.

CITY OF NORTON, VIRGINIA

Joseph Fawbush, Mayor

ATTEST:

Rebecca K. Coffey, Clerk of Council

**Employee Service Pins
January 19, 2021**

10 Years

Elizabeth Fleming – Social Services Department
Mike Martin – Public Works Department
Jacob Austin – Public Works Department

15 Years

Winfred Collins – Building/Zoning Official
Jeff Rose – Public Works Department
Bucky Culbertson – Police Department
Steve McElroy – Public Works Department

20 Years

Jeff Shupe – Director of Finance

30 Years

Marie Muir – Registrar
Rebecca Coffey – Clerk of Council
Carlos Fields – Public Works Department



Presented to
Carlos Fields

In appreciation of your 30+ years of
dedicated and faithful service
to the
Citizens of Norton.

Presented on this the 19th day of January 2021.

By the Norton City Council

Joseph Fawbush, Mayor
Mark Caruso, Vice Mayor
William Mays
Delores Belcher
Robert Fultz

Inter-Office Memo



To: Mayor and City Council
From: Fred L. Ramey, Jr., City Manager *FR*
CC:
Date: January 15, 2021
Re: Joint Project with Norton City Schools

At this meeting, representatives of Norton City Schools and the City Administration will brief City Council on a partnership to install WiFi Hotspots at City Parks.

Thank You.

Inter-Office Memo



To: Mayor and City Council
From: Fred L. Ramey, Jr., City Manager *FR*
CC:
Date: January 15, 2021
Re: 2019-20 Fiscal Audit

Tamara Greear of Rodefer Moss & Co. will present the 2019-20 Fiscal Audit for the period ending June 30, 2020.

Thank You.

Inter-Office Memo



To: Mayor and City Council
From: Fred L. Ramey, Jr., City Manager *FR*
CC:
Date: January 15, 2021
Re: CARES Act Funding

Earlier this year, the Commonwealth of Virginia shared a portion of the \$3.1 billion funds that it received from the Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020 with counties and cities across the Commonwealth. At this meeting, I plan to share an update on recent use of the CARES funds and the City Administration's plans moving forward. In addition, I plan to provide an update on recent COVID-19 trends.

Thank You.

155499

INV. DATE	INVOICE#	G/L ACCT. #	GROSS AMOUNT	DISC. AMOUNT	NET AMOUNT
11/05/2020	FY 2019-2	0-010-00020-2272289	289,557.09	.00	289,557.09

11/10/2020	4974	155499	289,557.09	.00	289,557.09
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CITY OF NORTON
 GENERAL OPERATING FUND
 NORTON, VA 24273

FIRST BANK & TRUST COMPANY

155499

00-448516

155499 10

289 THOUSAND 557 DOLLARS 09 CENTS

PAY TO THE ORDER OF:

WISE COUNTY TREASURER
 C/O COUNTY ADMINISTRATOR
 P. O. BOX 570
 WISE
 VA 24293

DATE 11/10/2020
 AMOUNT \$289557.09

[Signature]
 AUTHORIZED SIGNATURE

Details on Back

Security Features included