

Town of Haysi  
Minutes of Regular Town Council Meeting  
July 14, 2026 @ 7:00 p.m.

On July 14, 2026, the regular meeting of the Haysi Town Council was held in the Council Chambers of the Haysi Town Hall Municipal Building located at 162 Backbone Ridge, Haysi, Virginia.

The following members were present:

PRESENT: Mayor Larry D. Yates

Council Members:

Michael Harris

Carter Branham

Allison Mullins

Tim Wallace

Debbie Wood

ABSENT: Susan Tiller

**ITEMS # I, II, & III**

The meeting was called to order by Mayor Larry D. Yates at 7:00 p.m., and the Invocation was held by Council Member Allison Mullins and the Pledge of Allegiance was recited.

**ITEM # IV - APPROVAL OF THE AGENDA**

At this time Mayor Yates called for changes, additions, or corrections to the agenda. Motion was made by Council Member Debbie Wood seconded by Council Member Carter Branham to approve the agenda as presented. Let the record show the motion on the floor passed unanimously by verbal voting.

**ITEM #V – 2026-2027 RE-ORGANIZATION**

Mayor Yates stated that the purpose of the annual re-organization was to choose the Vice Mayor, set the meeting date and time, and alternate meeting date and time. Mayor Yates informed everyone that Michael Harris had served as Vice Mayor for a few years and had a lot of experience. Council Member Allison Mullins asked if a meeting was needed for reorganization. Mayor Yates explained that those actions were to take place presently. Council Member Carter Branham suggested leaving the meetings set the same. Council Member Debbie Wood was agreeable.

COUNCIL MEMBER SUSAN TILLER ENTERED THE MEETING.

Motion was made by Council Member Allison Mullins seconded by Council Member Susan Tiller to continue to hold the Town Council Meetings on the first Tuesday of the month at seven o'clock in the evening and to hold the alternate meeting on the second Tuesday of the month at seven o'clock in the evening. Let the record show the motion on

the floor passed unanimously by verbal voting. Mayor Yates opened the floor for nominations for Vice Mayor. Motion was made by Council Member Susan Tiller to continue Council Member Michael Harris' appointment as Vice Mayor. The motion on the floor died without a second. Motion was made by Council Member Carter Branham and seconded by Council Member Susan Tiller to appoint Council Member Debbie Wood as Vice Mayor. Let the record show the motion on the floor passed unanimously by verbal voting. Vice Mayor Debbie Wood stated that she would do her best to follow the code of the town and make sure it is done correctly.

#### **ITEM #VI – PUBLIC COMMENT**

Mayor Yates asked Town Clerk Amanda Perrigan to read the following Public Comment Policy out loud:

A Public Comment Period will be held during the regular Town Council monthly meetings, during Special Called meetings, and Public Hearings. The Public Comment period will be on the agenda for the meeting. The Town Council asks that speakers only comment on the items listed on the Agenda for the Town Council meeting or Special Called meeting and only comment on the specific reason for the Public Hearing. All comments made during the Public Comment period shall be subject to the following procedures:

- Anyone who wishes to make a statement during the Public Comment period will register on a sign-up sheet available 30 minutes before the start of the meeting.
- Persons who have signed the register to speak shall be taken in the order in which they are listed.
- Persons addressing the Town Council are asked to limit their comments to 3 minutes.
- Speakers will be acknowledged by Mayor Larry Yates in the order in which their names appear on the sign-up sheet. Speakers shall stand at their seat to address the Council and not approach the Mayor or Town Council members. Speakers will start their comment by stating their name and address.
- Speakers will direct comments at the Town Council as a whole and not to individuals. Public Comment is not intended to require the Town Council to provide any answer to the speaker right away. Discussions between speakers and members of the audience will not be allowed.
- Speakers will be courteous in their language, tone, and presentation.
- Only one speaker will be acknowledged at a time. If a large number of people are present to register concerns about the same subject, it is suggested that they might be acknowledged as a unified group and a designated speaker will cover the various points.

- In the event that there are more people who wish to speak than can be accommodated in the 30 minutes set aside for public comment, the Town Council may extend the period, delay it until the rest of the agenda has been completed, or continue it to the next regular council meeting.

The first person signed up for Public Comment was Lilly Thacker of 24390 Dickenson Highway. Mrs. Thacker said that she had a couple of questions, but didn't expect any answers. Mrs. Thacker asked for a guideline or policy regarding the Haysi Community Leaders that her and her husband have helped with over the years. Mrs. Thacker said several people had asked her about it and requested the town provide it within the next month or so. Mrs. Thacker explained that back during the summer there were only a few people participating and there was no leader, so it has not been functioning very well lately. Mrs. Thacker advised that her husband has taken the role of leader of the group. Mrs. Thacker asked for a key to the community center for their meetings once a month. Mrs. Thacker said that getting a key was hard at Ridgeview when they used the field house and there were no public bathrooms. Mrs. Thacker asked if the town had an Events Coordinator position available. Mrs. Thacker suggested renting Haysi's Russell Fork Trail Center through Vrbo because she wasn't familiar with the policy the town had for rentals. Mrs. Thacker explained some of how Vrbo works. Mayor Yates answered that the Community Leaders was a group that reorganized from the Haysi Partners and there probably needs to be some housekeeping like revisions and updates, but he would take that as his responsibility to bring back to the Council next month. Mayor Yates stated the importance of the community's involvement especially with the Autumn Fest. Clerk Amanda Perrigan advised that Haysi's Russell Fork Trail Center will be available to rent without supervision once open, the facility is still under construction. Clerk Perrigan explained that there is a key box, but the building is not finished at this time. Mayor Yates explained there were still some grant requirements and items for the Dickenson County Building Inspector to review and approve. Mayor Yates asked Clerk Perrigan about the Events Coordinator position. Clerk Perrigan answered that the town was not successful in refilling that position and then the priority became police department personnel. Clerk Perrigan explained that if the town could have afforded another position, she thought it should have been in the police department. Clerk Perrigan said that personnel would eventually be needed for the trail center, but it would not be an Events Coordinator position. Clerk Perrigan also explained that she had attended a training in May sponsored by the Anne & Gene Worrell Foundation, RAFA Foundation, and others for Catchafire, which is a free resource that would pretty much take the place of what that position would entail. Clerk Perrigan said the town does have need for additional personnel, but not those job duties. Council Member Allison Mullins commented that a big issue from the audit was a need to correct segregation of duties. Council Member Mullins suggested allowing volunteers to assist with job duties because she said the more involvement from the community the better. Council Member Mullins said to use people for the talents that they have in town. Mayor Yates commented that the town won't turn down free help. Council Member Mullins said that a volunteer may want to step into the role of Events Coordinator. Council Member Debbie Wood mentioned that the volunteer could come to the Council Meetings in a partner type role. Council Member Mullins commented that stakeholder participation equaled unity and success in her opinion. Mayor Yates mentioned that Mrs. Thacker asked about a policy for

the trail center. Clerk Perrigan stated that the Council had already approved a policy for the trail center and she has received two rental applications so far. Clerk Perrigan advised that she was working with a marketing consultant to develop full marketing campaign for the trail center. Mayor Yates again emphasized that the building was not complete and there were still items to finish. Mrs. Thacker said the community leaders had no where to meet and she was a volunteer who puts a lot of time in, so she wanted a key to the trail center. Clerk Perrigan answered that the last time the Community Leaders met, the trail center was already reserved for another purpose, so the trail center can be used for the meetings at a different date or time. Mrs. Thacker replied that the Community Leaders were flexible. Clerk Perrigan said she was happy to coordinate the meeting in the trail center. Council Member Mullins said that Darrell Thacker needed access to the building and to announce meeting times if he is the leader. Mayor Yates said the town needed the Community Leaders and as long as it was coordinated through Clerk Perrigan. Clerk Perrigan added after construction is completed. Council Member Mullins said the leader has to be able to know when and where they can hold a meeting. Council Member Mullins asked about the occupation. Clerk Perrigan answered it was reserved the first Monday at seven o'clock in the evening, which she was present to get underway and then she went to the Community Leaders meeting at Haysi's Riverfront Park. Clerk Perrigan explained that she advised the Community Leaders that the meetings could be held at the trail center, but either the date or time would need to be adjusted. Council Member Mullins asked about people using the trail center now for meetings. Clerk Perrigan answered that it was being used some, but she had to be cautious of the construction work that needed to be completed, so it was minimal. Clerk Perrigan said it was to assist with making sure unapparent tasks and items were addressed before the schedule made it difficult. Mayor Yates said that it sounded like everyone was in agreement to allow the Community Leaders to use the building. Clerk Perrigan agreed saying that it was wanted. Mrs. Lilly Thacker said Jason Dotson and Darrell Thacker work on the sound equipment, so it would be easier to coordinate if they had a key. Council Member Mullins said she was in favor of Darrell Thacker having a key and checking with Amanda Perrigan to schedule meetings because she didn't want barriers. Motion was made by Council Member Allison Mullins seconded by Council Member Carter Branham to issue Darrell Thacker a key to Haysi's Russell Fork Trail Center as the appointed leader of the Haysi Community Leaders. Council Member Carter Branham reiterated to make sure that their use is coordinated with Amanda Perrigan, as Facilities Coordinator, she is responsible for taking care of facility. Mrs. Thacker agreed to coordinate their use with Facilities Coordinator Perrigan.

## **ITEM # VII – APPROVAL OF MINUTES**

Prior to the meeting council had received for consideration of approval a copy of the following prepared minutes:

- June 2, 2026 Council Meeting
- June 9, 2026 Monthly Council Meeting
- June 16, 2026 Public Hearing for the 2025-2026 Budget Amendment
- June 16, 2026 Public Hearing for the 2026-2027 Budget
- June 23, 2026 Continuation of the Monthly Council Meeting

Motion was made by Council Member Carter Branham and seconded by Vice Mayor Debbie Wood to approve the minutes of the June 3, 2026 and June 9, 2026 meetings, both June 16, 2026 public hearings, and the June 23, 2025 continuation meeting minutes as presented. Let the record show the motion on the floor passed unanimously by verbal voting.

## **ITEM # VIII – TOWN ACCOUNTING**

### **Approval of the Financial Report**

At this time the council was presented for approval the following:

- June 1, 2026 through June 30, 2026 Financial Report listing: beginning balance, revenue, expenditures and ending balance.
- June 1, 2026 through June 30, 2026 itemized listing of expenditures including checks # 18062-18099 & deposits
- June 1, 2026 through June 30, 2026 Profit & Loss Report
- Current payables to date for review

Motion was made by Council Member Michael Harris seconded by Council Member Carter Branham to approve the financial report. Let the record show the motion on the floor was passed unanimously by verbal voting.

### **July Purchase Requests**

Mayor Yates asked Clerk Perrigan to discuss the July Purchase Requests. Clerk Perrigan reported that she had some updates, including estimates since the Council Information Packs were sent out. Clerk Perrigan gave the estimate on the pallet of cases of bottled water from Haysi Supply at three-hundred-fifty-dollars and wooden handrails for two-thousand-six-hundred-dollars versus metal handrails for four-thousand-one-hundred-dollars, which would cost the town one-thousand-five-hundred-dollars over the grant covered amount. Clerk Perrigan also added a request for a new rope for the American Flag at the Veteran's Memorial and new batteries for the police department radar trailer. Mr. Adam Barton advised that the batteries are busted and need to be replaced. Mayor Yates said that the Postmaster will replace the rope if the town makes the purchase. Mayor Yates asked to confirm that all four batteries were busted. Mr. Barton answered yes. A general discussion was held about the batteries. Police Chief James Stanley advised that the radar trailer will be parked in the building and they will unhook and store the batteries when not in use. Motion was made by Council Member Carter Branham seconded by Council Member Allison Mullins to approve the purchase of the rope, water, and batteries. Council Member Tim Wallace asked about the use of the water for community service workers. Vice Mayor Debbie Wood asked if it was for the trail center. Clerk Perrigan answered it was not for the trail center. Mayor Yates answered that the water was primarily for the community service workers and employees at the Town Hall. Council Member Carter Branham commented that it would be bad for the town to install wooden handrails that have to be replaced in a couple of years. A general discussion was held about the handrail material. Council Member Carter Branham amended his motion to approve all of the July Purchase Requests including metal for the handrails, the rope, and the batteries. Council Member Allison

Mullins seconded the amended motion. Vice Mayor Wood repeated that Police Chief James Stanley advised that the batteries will be unhook and stored in the building when not in use to prolong their life. Let the record show the motion on the floor was passed unanimously by verbal voting.

## **ITEM # IX - NEW BUSINESS**

### **Appalachian Cupboard of Kindness**

Mayor Yates welcomed Stephanie Sutherland. Stephanie Sutherland introduced herself and Vanessa Anderson. Mrs. Sutherland explained that she was working to locate a food pantry in town and wanted to find a location. Mrs. Sutherland said they had been doing giveaways and working with Buchanan County. Mrs. Sutherland said Buchanan County had bought them a building at the park in Council and will allow them to move into the old Council High School building in August. Mrs. Sutherland said that Dickenson County had bought a box trailer for mobile giveaways. Mrs. Sutherland informed everyone that they served two-hundred-seven people last Monday at the old Sandlick Elementary School site. Mrs. Sutherland said they serve a community meal once a month in Buchanan County now. Mrs. Sutherland stated they came to ask for ideas, help, and support. Mrs. Sutherland said they don't have any limits on what they give because working families are struggling too. Council Member Mullins asked if their need was a location and did it need to have a kitchen. Mrs. Sutherland answered yes and she had considered reaching out to churches or restaurants. Council Member Carter Branham suggested they consider the old Splashdam Church because it should have what they needed. A general discussion was held about the old Splashdam Church location and potential benefits. Mrs. Sutherland said that she was new to grants, but they had a 501c3 classification. Council Member Branham offered use of his property for dry storage at no charge. Mrs. Sutherland said they were in need of shelves and refrigerators. Mayor Yates replied that the town had given items from the former town hall to the Haysi Rescue Squad, but he would look for other opportunities to assist them with those things. Vice Mayor Debbie Wood asked if they had contacted local churches. A general discussion was held about church involvement and blessing boxes. Mrs. Sutherland stated that they are ready to help the community and asked for everyone to assist them in spreading the news about their organization outside of social media. Mayor Yates thanked them for coming and helping the town.

### **Haysi Volunteer Fire Department Fuel Appropriation**

Mayor Yates stated that the town's auditor recommended a change in how the fuel purchases for the Haysi Volunteer Fire Department are handled. Mayor Yates asked Clerk Amanda Perrigan for suggestions on making it easy for her. Clerk Perrigan answered that she would handle it however the Council directs, but the easiest way was to issue a check either quarterly or monthly just like a donation. Council Member Carter Branham asked for the estimated fuel cost. Clerk Perrigan answered that the budget appropriation for the year was four-thousand-dollars. Council Member Branham suggested splitting it into two payments. Vice Mayor Debbie Wood asked if their cards are still active. Clerk Perrigan

answered they are still in use. Treasurer of the Haysi Volunteer Fire Department, Jennifer Cook said they discussed the topic at their last meeting and decided to set up bank account specifically for fuel with debit cards for limited members/officers. A general discussion was held about the allocation logistics and setup. Motion was made by Vice Mayor Debbie Wood seconded by Council Member Carter Branham to give four-thousand-dollars to the Haysi Volunteer Fire Department to be allocated for fuel expenses, with an initial payment of two-thousand-dollars as of August 1, and a second payment in six months with any outstanding charges on the WEX account be withheld. In addition, the Haysi Volunteer Fire Department will gather and return their existing WEX cards to the town. Let the record show the motion on the floor was passed unanimously by verbal voting.

### Internal Controls

Council Member Allison Mullins said she wanted to make sure that the Council not only heard what the auditor had to say, but formulate a solution for the concerns and issues mentioned. Council Member Mullins asked if the town has an accounting policy that includes items such as credit card usage. Clerk Amanda Perrigan answered that the town does have an accounting policy that was put into place to resolve an issue in the audit when she first came to work for the town. Council Member Mullins asked if it included a policy for receipts. Clerk Perrigan offered to email the Council a copy of the adopted policy for review, but advised it was standard practice to require a receipt for any charge. Council Member Mullins stressed having a policy in writing for receipts. Council Member Mullins said the Council needed to review and develop if needed a policy for credit card usage, required receipts, reimbursements, travel expenses, monthly financial reporting and purchasing procedures. Mayor Yates said the town has a small purchase policy in place. Council Member Mullins suggested a meeting just for the purpose of developing those policies within the next thirty days if they do not exist. Council Member Mullins said she could present model policies if needed, but the policies already exist they need to be reviewed by the Council. Council Member Mullins said that she has never met someone who successfully balances as much as Clerk Perrigan balances and asked if there are written job descriptions for employees because she said she felt that Clerk Perrigan was doing more than she should have to do. Clerk Perrigan answered that there are job descriptions for the employees, but because the employees love the town they take on more work than listed. Council Member Mullins said there may be ways to make tasks easier or share the load. Vice Mayor Debbie Wood said that all of the Council needed to be more knowledgeable and informed on the town's policies because she wanted everyone to be protected, transparent, and for the community to see them as good stewards. Council Member Mullins stated that the town paid a lot of money to the accountant for them to make suggestions and help the town and it needs to be taken seriously. Clerk Perrigan said that she would email the accounting policy and job descriptions to the Council. Clerk Perrigan added that she had the form available online for rentals and she has been getting help through Catchafire for marketing material. A general discussion was held about volunteers, high school clubs, and Haysi's Russell Fork Autumn Fest. Council Member Mullins said that once Clerk Perrigan sent the email and it was reviewed, maybe a meeting could be held specifically for that topic. Council Member Susan Tiller commented that after a few years of a policy being in place, aspects

can be forgotten, so a review would be good. Clerk Perrigan suggested recessing the meeting or having a couple of Council Members make amendments after review and present it at a Council Meeting. Mayor Yates stated the best place to start was just to see what was already in place. Vice Mayor Wood encouraged everyone to start reviewing the documents once received.

## **ITEM # X – OLD BUSINESS**

### **Discussion of Vacant Properties**

Mayor Yates said as an informational item, he has been working on possible uses for the vacant properties and suggested a splash pad at the old Pawn Shop property. Mayor Yates advised that he had spoken with the Dickenson County Building Inspector and reviewed the elevation, which was higher at the rear of the lot making it suitable. Mayor Yates said that he has been researching water filtration and operational costs. Mayor Yates also said he had discussed the operations with Clintwood Mayor Danny Lambert. Mayor Yates informed everyone that a lifeguard was not required and no admission is charged. Mayor Yates encouraged the Council Members to bring any ideas or suggestions to his attention. Mayor Yates stated the maintenance on a splash pad wouldn't be bad after installation and much easier than a pool.

## **ITEM # XI – UNFINISHED BUSINESS**

### **Police Department Monthly Report (See Attachment)**

Chief James Stanley reported eight calls for last month and read off hours worked and miles driven. Chief Stanley informed the Council that the two community service workers will have their time completed in September and getting additional community service workers has been a struggle. Chief Stanley advised that as a result, there may be difficulty getting the weed eating done. Chief Stanley also advised that there was a grant for a full time police officer that was for a period of years and pays well, so he was looking to submit an application for the Haysi Police Department. Mayor Yates asked for the details to be emailed to him. Chief Stanley agreed to send him the information.

### **Haysi Rescue Squad**

Logan Deel reported fifty-four calls and advised that the Haysi Rescue Squad had been awarded a grant for a new ambulance and stretcher. Mr. Deel said the total award with the help of Dickenson County comes to three-hundred-eighty-two-thousand-dollars. Council Member Allison Mullins asked who wrote the grant. Mr. Deel answered that he and his wife, Sarah wrote the grant. The Council Members commended and applauded them.

### **Haysi's Russell Fork Trail Center**

Clerk Amanda Perrigan reported that she has received two rental applications, many inquiries, and a few sales. Clerk Perrigan emphasized that she wanted to ease into operations, so as to not be overwhelmed since construction was not completed anyway. Clerk Perrigan gave a construction update and expected that some items would be

completed in two weeks. Clerk Perrigan informed everyone that the Ribbon Cutting Ceremony is scheduled for September 3, 2026 at eleven o'clock in the morning. Clerk Perrigan stated that she is working with the marketing consultant on Catchafire on rentals, packages, and how best to convey that to the community without confusion. Council Member Mullins asked if the facility was open. Clerk Perrigan explained that it was not advertised as open because it would have to close in the event of construction, so she posted if people were nearby and if the doors were unlocked, they could go inside and check it out, but she didn't want anyone to be disappointed if it was closed for construction. Clerk Perrigan gave the details for the things that had taken place or had been scheduled so far. A general discussion was held about the current use and availability.

**ITEM # XII - MAYOR COMMENTS**

None.

**ITEM # XIII - COUNCIL COMMENTS**

None.

**ITEM # XIV – ADJOURN**

There being no other business to be brought before the Council, a motion was made by Vice Mayor Debbie Wood seconded by Council Member Susan Tiller to adjourn the meeting. Let the record show the motion was passed unanimously by verbal voting and the meeting was adjourned.

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Larry D. Yates, Mayor

Attest:

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Clerk