

Town of Haysi  
Minutes of Regular Town Council Meeting  
February 4, 2020 @ 7:00 p.m.

On February 4, 2020, the regular meeting of the Haysi Town Council was held in the Council Chambers of the Haysi Town Hall Municipal Building located at 322 Main Street, Haysi, Virginia.

The following members were present:

PRESENT: Mayor Larry D. Yates  
Vice Mayor Rocky Wood

Council Members:  
Michael Harris  
Tim Wallace  
Carter Branham  
William "Billy" Counts

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 Mr. David Yates and the Pledge of Allegiance was recited.

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

At this time Mayor Yates asked for changes to the agenda as presented. Motion was made by Vice Mayor Rocky Wood seconded by Council Member Billy Counts to approve the agenda as presented. Let the record show the motion on the floor passed unanimously by verbal voting.

### **ITEM #V – PUBLIC COMMENT**

The first person signed up for Public Comment was Mr. David Yates from the Haysi Kiwanis Club. Mr. Yates thanked the Haysi Town Council for being a partner on the grant for campground. Mr. Yates explained that the Haysi Kiwanis borrowed thirty-five thousand dollars last summer to build dump stations and bath houses. Mr. Yates added that they received another thirty-five thousand dollars as match from Virginia Coalfield Economic Development Authority for water. The grant with the town from the Cumberland Plateau will fund Phase Two, which is sewer. Mr. Yates said that Phase Three will be a sewer line extension to the Haysi Regional Jail, which will connect to the sewer treatment plant. Mr. Yates stated that the Haysi Kiwanis would not have qualified for the grant without the Town of Haysi. Mr. Yates concluded by saying that the campground should be ready in the spring. Mayor Yates advised that the town is the fiduciary agent and would provide administration for the grant to help build the outdoor economy.

**ITEM # VI – APPROVAL OF MINUTES**

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

- January 7, 2020                      Regular Town Council Meeting
- January 7, 2020                      Public Hearing

Motion was made by Vice Mayor Rocky Wood and seconded by Council Member Tim Wallace to approve the minutes of the Regular Town Council Meeting on January 7, 2020 as presented. Let the record show the motion on the floor passed unanimously by verbal voting. Motion was made by Vice Mayor Rocky Wood and seconded by Council Member Billy Counts to approve the minutes of the Public Hearing on January 7, 2020 as presented. Let the record show the motion on the floor passed unanimously by verbal voting.

**ITEM # VII – FINANCIAL REPORT**

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

- January 1, 2020 through January 31, 2020 Financial Report listing: beginning balance, revenue, expenditures and ending balance.
- December 31, 2019 through January 30, 2020 itemized listing of expenditures including checks # 15235-15273 & deposits
- December 31, 2019 through January 30, 2020 Profit & Loss Report
- Current payables to date for review

Motion was made by Vice Mayor Rocky Wood seconded by Council Member Billy Counts to approve the financial report. Let the record show the motion on the floor was passed unanimously by verbal voting.

**ITEM # VIII - NEW BUSINESS**

**Resolution of Governing Body for USDA Loan/Grant Application**

Mayor Yates advised that the town held the public hearing regarding the application last month, then read the following Resolution:

The Governing Body of the Town of Haysi, consisting of six members, in a duly called meeting held on the fourth day of February, 2020, at which a quorum was present RESOLVED as follows:

BE IT HEREBY RESOLVED that in order to facilitate obtaining financial assistance from the United States of America, United States Department of Agriculture, Rural Development (the Government) in the development of a police department vehicle to serve the community, the Governing Body does hereby adopt and abide by all covenants

contained in the agreements, documents, and forms required by the Government to be executed.

BE IT FURTHER RESOLVED that the Mayor of the Town of Haysi be authorized to execute on behalf of the Haysi Town Council the above-referenced agreements, documents, and forms and to execute such other documents including, but not limited to, debt instruments, security instruments, and/or grant agreements as may be required in obtaining the said financial assistance.

This Resolution is hereby entered into the permanent minutes of the meetings of this Board.

Motion was made by Vice Mayor Rocky Wood seconded by Council Member Billy Counts to approve the resolution as presented. Let the record show the motion on the floor was passed unanimously by verbal voting.

#### Small Purchase Procurement Resolution

Mayor Yates advised that the town needed to raise its Small Purchase Procurement Resolution from fifty thousand dollars to seventy thousand dollars for the project at the Haysi Kiwanis Park, then read the following Resolution:

WHEREAS, the Town of Haysi, Virginia, after due consideration of this matter finds it appropriate to adopt a small purchase policy as defined herein.

NOW, THEREFORE, BE IT RESOLVED AND ENACTED by the Council of the Town of Haysi, Virginia:

1.1. DEFINITIONS. The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

GOODS – all material, equipment, and supplies.

PROFESSIONAL SERVICES –work performed by an independent contractor within the scope of the practice of accounting, actuarial services, architecture, land surveying, landscape architecture, law, dentistry, medicine, optometry, pharmacy or professional engineering. “Professional services” shall also include the services of an economist procured by the State Corporation Commission.

SERVICES –any work performed by an independent contractor wherein the service rendered does not consist primarily of acquisition of equipment or materials, or the rental of equipment, materials and supplies.

#### 2.1. METHOD OF PROCUREMENT

Goods and Services – The Town may acquire goods and services for single or term contracts not expected to exceed \$70,000.00 without the necessity of entering into competitive negotiation or competitive sealed bids. It shall, however, be the duty of the Mayor in such small purchase procedure to provide for competition wherever practicable.

Professional Services–The Town may acquire professional services for single or term contracts not expected to exceed \$70,000.00 without the necessity of entering into

competitive negotiation or competitive sealed bids. It shall, however, be the duty of the Mayor in such small purchase procedure to provide for competition wherever practicable.

The Town shall seek a minimum of four (4) documented quotes for goods and services and professional services falling within the small purchase procurement procedures. The documentation shall include: (i) the name of the individual obtaining the price quote for the Town; (ii) the vendor providing the price quote and the person who provided the quote on behalf of the vendor; (iii) the goods or services sought by the Town and any required terms of the purchase contract (i.e. vendor delivery, delivery dates, etc.); (iv) the date the quote is received; (v) the dollar amount of the quote and any terms required by the vendor; and (vi) the disposition of the quote (e.g. accepted, rejected, etc.). Award shall be made to the lowest responsible and responsive vendor, or best value. Any decision to award a contract to other than the low bidder must be approved in writing by the Mayor.

The Town shall post public notice on the Virginia Department of General Services' central electronic procurement website.

3.1. SEVERABILITY. Should any article, section, subsection or provision of this Resolution be declared by a court of competent jurisdiction to be invalid or unconstitutional, such decision shall not affect the validity or constitutionality of this Resolution as a whole or any part thereof other than the part so declared to be invalid or unconstitutional.

4.1. EFFECTIVE DATE. This Resolution shall become effective immediately after adoption, on February 4, 2020. This Resolution shall supersede and take the place of all previous Small Purchase Procurement Resolutions, and any conflicting ordinances, as previously adopted. All resolutions and portions of ordinances in conflict with the provisions of this Resolution are hereby repealed.

Motion was made by Council Member Billy Counts seconded by Council Member Carter Branham to approve the resolution as presented. Let the record show the motion on the floor was passed unanimously by verbal voting.

#### **ITEM # IX – OLD BUSINESS**

None.

#### **ITEM # X – UNFINISHED BUSINESS**

##### Police Department Monthly Report-Chief Bobby Edwards (See Attachment)

Chief Bobby Edwards reported a busy month with forty-nine calls for the month of January. Chief Edwards read off the hours worked on the report and stated that a new part time officer; Stephanie Mullins had been hired and would start work tomorrow. Chief Edwards advised that the town was on good terms with the Sheriff's Office. He added that the Haysi Police Department took six people to jail last month. Chief Edwards also advised that Tyler Owens had been hired to start work on February 12, 2020 in the Maintenance Department to assist with community service workers opposite Adam Barton's shift. Mayor Yates stated that the documents for the USDA loan/grant application for the new police

department vehicle were executed last week. Mayor Yates explained that the town would fare better this round since the grant award had increased and the interest rate had decreased. Chief Edwards said that he submitted a quote for a Tahoe, which would also be able to pull the trailer.

### Haysi Volunteer Fire Department Monthly Report

Chief Rocky Wood reported four house fires (two of which were in Haysi), two fire alarms (which turned out to be nothing), three brush fires, and one motor vehicle accident for the month of January. Chief Wood stated that they are continuing to work on getting their EMS license, but “hit a road block,” with a new finger print law that went into effect on January 1, 2020. The new law will result in a thirty-five dollar fee for processing finger prints for each member of the fire department with four exemptions, which will total around one thousand dollars in unexpected costs.

### **ITEM # XI - MAYOR COMMENTS**

Mayor Yates reported the following:

- Mayor Yates advised that he had received a letter from Greg Baker about providing legal services for the town; copies of the letter were passed out prior to the start of the meeting. Mayor Yates explained that Stephen Mullins had resigned since the last meeting due to a new position he had received. Mayor Yates commented that Mr. Baker was a “good guy and good attorney,” but thought the cost was high. Mayor Yates said he has been in talks with another attorney, who was local to Haysi. Mayor Yates will continue discussions with the local attorney.
- Mayor Yates reported that the town had found someone to clean the town offices.
- Mayor Yates said he has received site matrix sheets on the Haysi Town Hall relocation, which favored the lower Backbone Ridge site if anyone wanted to see them or get copies. Mayor Yates continued that he, Chief Bobby Edwards, and Clerk Amanda Perrigan visited Martin, Kentucky’s Town Hall a few weeks back to look at what had been done there. Mayor Yates said that our needs were different from Martin’s and expected an update within the next month. Mayor Yates also said that the town had no additional information to offer on the money that was recently appropriated.
- Mayor Yates invited everyone interested to a meeting tomorrow morning to discuss the Russell Fork Trail Center Project at the Haysi Town Hall at eleven o’clock.
- Mayor Yates advised that the town was still in a strong position on the Riverwalk Project to add to the existing grant award of around two hundred thousand dollars for construction.
- Mayor Yates reported that the auditors had been on site a few weeks ago and expect to have a draft of the audit by the middle of February.

- Mayor Yates informed everyone that Joseph Boyd had reached out to schedule a meeting. Mayor Yates said that he would probably meet with him in the next few days.

**ITEM # XII - COUNCIL COMMENTS**

Vice Mayor Rocky Wood asked if David Yates needed anything else. Mr. Yates answered that he was in attendance for the revision on the Small Purchase Procurement Policy. A general discussion was held about the Riverwalk Project.

**ITEM # XIII – ADJOURNMENT**

There being no other business to be brought before the Council, a motion was made by Vice Mayor Rocky Wood seconded by Council Member Billy Counts 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