

**Narrows Town Council Meeting  
May 8, 2023**

Mayor Tom Spangler called the meeting to order. Council Members present were Bobby Lucas, Sara Bowles, George Conley, John Mills, and Joe Goorskey.

Staff members present were Cindy Laws, Terry Nicholson, Jimmy Joe McCroskey, Roger Shepherd, and Debbie Thomas.

Attorney present was Mike Bedsaul.

Councilman John Mills gave the invocation.

Council and audience recited the Pledge of Allegiance.

Mayor Spangler said the little boy that was injured by the vehicle near the park Saturday is home now and is doing well.

**Approval of April 10<sup>th</sup> and April 19<sup>th</sup> Meeting Minutes**

Mayor Spangler said council is being asked to approve the April 10<sup>th</sup> and April 19<sup>th</sup> meeting minutes.

**Councilman Mills made a motion to approve the April 10<sup>th</sup> and April 19<sup>th</sup> meeting minutes. Councilman Conley seconded the motion.**

**Ayes: Lucas, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

**Consent Agenda**

*Library Report*

Councilman Mills told Cindy Laws he was glad that she met with Allison Long from the Pearisburg library and both libraries will be on the same new cataloging and circulating systems so they can share records.

*Parks & Recreation Report*

Mayor Spangler introduced Roger Shepherd as the Interim Parks and Rec Director. The town is very excited and glad to have him.

Terry Nicholson said he wanted to add something to Roger Shepherd's parks and rec report. Terry met with Chris McKlarney and Todd Meredith last Friday and were talking about the basketball courts being redone in Pearisburg and Rich Creek by the Mary Northen Moody Endowment. Narrows is next to have their basketball court redone.

Councilman Goorskey said council was told that Roger Shepherd would jump in with both feet and he has done more than that. They appreciate what he is doing for the town and the kids.

*Police Report*

Councilman Conley told Lieutenant Jimmy Joe McCroskey to thank Police Chief Ratcliffe for taking care of the problem they had been having up Hungry Hollow.

*Financial Report/Treasurer's Report*

No comments.

*Town Manager's Report*

No comments.

*Public Works Director's Report*

Councilman Goorskey said John Davis mentioned him in his report for helping out and that needs to be reversed. He wants to thank John Davis for stepping up immediately to work on the backstops.

Terry Nicholson said last month they talked about the water loss and it was 38% again this month. Councilman Conley had requested a graph be shared with council showing water sold vs. water purchased and a copy has been given to council. In 2019, the town purchased between 4 and 5 million gallons but in April 2020 it jumped up to between 5 and 6 million gallons and has stayed there since. He is working with Kevin Belcher to see if they can find out why that is. That would make a lot of difference in the town's leak-loss numbers. The town will be taking their daily readings on their water tanks and matching them to the PSA's readings.

Councilman Goorskey said the town expects their utility customers to pay based off of the town's readings and the PSA does the same with their customers. There has been no finger pointing between the town and the PSA and it seems like there is a collaboration.

**Councilman Mills made a motion to approve the consent agenda. Councilman Goorskey seconded the motion.**

**Ayes: Lucas, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

**Communications, Concerns and Requests from the Public**

Debbie Thomas said Jimmy Ellis had a complaint about traffic at the intersection of Kimberling and Westview Streets, which is a 4-way stop. People don't stop at the stop sign and he is sometimes afraid they are going to hit his house.

Councilman Conley said Police Chief Ratcliffe has been helping with traffic in Hungry Hollow.

Councilman Mills said if someone could convey this concern to Police Chief Ratcliffe it would be greatly appreciated.

Stephanie Buchanan said she owns Tidal Wave Seafood in Narrows. She spoke with Terry Nicholson and Bobby Lucas several months ago about hanging a banner on the New River Bridge advertising her restaurant. The Narrows Volunteer Fire Department has been allowed to hang banners on the chain link part of the bridge. She had an idea several months ago concerning how to help business owners on this side of the river advertise their business by placing banners on the bridge so they could be seen from Route 460 and was told business owners couldn't do that. Why does the fire department get to hang their banners on the bridge advertising their flea market and food sales? Why could local businesses not rent a space on the bridge to advertise? She can't get advertising on Route 460 to bring people to this side of town. Tidal Wave Seafood brings in a lot of meals tax for the Town of Narrows. She should be allowed to advertise down on 460 but VDOT is fighting her and the town is fighting her, at least that's what it feels like. Businesses such as Miss Audre's, Anna's Restaurant, the MacArthur Inn, Tidal Wave Seafood, and anybody who owns a business on this side of town should be allowed to advertise on the bridge. The town could charge \$25/month for the banners to be hung on the bridge and businesses could have the banners made locally and keep the money in-house.

Mayor Spangler said he doesn't have any first-hand knowledge of why you can or can't but he would say the bridge is VDOT property and they're going to control what goes there.

Stephanie Buchanan said the bridge is VDOT property but the fencing is not.

Terry Nicholson said the distinction that they've made is if it's a temporary banner they can put it up and take it down.

Stephanie Buchanan said it's temporary if it's got clips on it.

Councilman Goorskey asked what they define as temporary and do they count a certain amount of time for that.

Stephanie Buchanan said the ACCE banner hung on the bridge for a month and she doesn't foresee the fire department taking the one down for the flea market that they just hung. She would like to be able to have more business.

Councilmember Bowles said she would like to bring people into town. She is not originally from here and has people back home in Brookneal and they'll say oh we came to Narrows and I said oh you did come to Narrows and they think that Route 460 is Narrows. She tells them if they were on Route 460 they didn't come to Narrows. They have a sign on Route 460 that says lodging it used to say gas and she doesn't believe it says food but could they get signs like that to advertise what's on this side of the bridge. Stephanie Buchanan said if the town does that they will be fighting VDOT. Allen Neely has a sign at this end of town and on the other end of town for MacArthur Inn and the fees that he has to pay to VDOT are astronomical because it's not town owned property. She was told that the property in between Route 460 and where Dollar General was owned by the town. Is she wrong about that?

Terry Nicholson said he doesn't know if it's owned by the town but they do have an easement there and a temporary sign.

Stephanie Buchanan said she was given permission to put a sign on there and then someone took it down and she got it back two weeks later damaged. She would like to be able to advertise and bring more people to this part of Narrows and that's kind of where her problem lies: she doesn't have any backing to be able to put a sign anywhere. Anytime they've attempted to put a sign anywhere that's not on her building they take it down immediately.

Mayor Spangler asked who was doing this.

Stephanie Buchanan said she didn't know. For the Fourth of July they brought signs down here because nobody crested past Anna's Restaurant to come up the hill and she's literally 100 feet right up the hill and they were told by Narrows Parks and Rec that they could hang signs on the poles so an hour after they hung them they came down to check on them and they had all been ripped down laying on the ground. She can't even advertise within the town when she's here to support the town. Her daughter graduated from Narrows High School. She chose Narrows for her business. She really wants to bring more people into the town but can't do that without backing and support .

Councilman Goorskey said he 100% hears what she's saying and if Tidal Wave Seafood leaves it will be a very sad day for him. About four years ago or more they talked about some similar things and he doesn't know where they got with it. They have a potential staff member that might have some economic development tendencies and a question would be how do they promote this side of the river and do exactly that. Miss Audre has made similar comments like this. If they have a pamphlet that tells them what's here then they will know what is here. It's not the first time that they've talked about this. He would like to know the exact wording of what 'temporary' means and things like that.

Stephanie Buchanan said Narrows has all of these beautiful light posts around town and half of the time 90% of them don't work. She doesn't know if it's funding or lack of staff. She's talking about the poles they hang signs and lights on at Christmas time. At Christmas time, they hang lights on them and they get plugged in and use all this electricity but the rest of the year they just sit there. If the light poles were being sponsored it means they would be receiving money on a regular basis for that area to be cleaned up/maintained that type of thing. She mentioned this to Terry before but why not sponsor the light poles in town to where they could have banners made that would hang on them advertising businesses. The banners could be rotated so that at least if you're coming from that way through town or if you're coming down Route 100 and coming into town everybody knows what's here. With the way half of the front of these buildings look around here nobody knows businesses are here. Lupo's looks like crap, she's sorry but it does, it looks like it's a roach infested cardboard storage area. The front of Jason Tickle's

building that is right next door to her has awnings that are completely molded and the windows have curtains hanging that are water damaged. Image is a huge part of it and they should get the front of the buildings to look good. She's not talking about revitalizing and putting up new lines and all of that but they should at least have to keep their storefronts looking reasonable. The town has codes and compliances so people can't leave their yard full of trash so why don't the building owners in town have to maintain the same decorum as people do at home.

Councilman Mills said he thinks they all hear her loud and clear and what he suggests is they put their staff to work with the charge of attempting to find a method where they can honor her request and the requests of other people. Terry Nicholson goes into it and the will of the council is to find a way to do it.

Stephanie Buchanan said she loves Narrows and doesn't want to go anywhere but if she can't bring any more business in she will have no choice.

Councilman Lucas said if local businesses are making money the town is going to be making money. At the same time, the town needs to find a way to help them and promote them.

Councilman Mills said Terry Nicholson is very capable of doing that.

Terry Nicholson said they need to look at a temporary solution for Stephanie Buchanan immediately like figuring out a way she could put a banner on the bridge even if they had to take them down periodically or finding a way that she could use the existing sign structures that Allen Neely has and adding signs to those.

Councilman Conley said as far as putting signs on the bridge he doesn't have a problem with that and believes it's a great idea. The only thing that he would have concerns with them having to be attached in ways such as not to endanger traffic or anything below.

Stephanie Buchanan said the banners that are there now are attached with zip ties.

Terry Nicholson said they need to find some temporary solution for her and the other businesses that can advertise immediately but he also thinks they need to look at a sign project which would be a main sign structure which would be a VDOT structure but it would be in the right-of-way on Route 460 that directs traffic up Route 61 to actually be able to realize that downtown is here.

Mayor Spangler said there may be other businesses that would want to participate if they find they can put them on the chain link fence so they need to look at a maximum size.

Stephanie Buchanan said even if they weren't long banners by width but by height and that way they wouldn't be consuming so much space across.

Councilman Goorskey asked what the town's zoning was for billboards.

Terry Nicholson said the town's zoning is modeled after the county so billboards are regulated.

Patty Dennis said several years ago there was some money that was supposed to go to the basketball court at the park. It was told that the kids would get a fence around that basketball court and she just wondered whatever happened to that because Pearisburg has had several things done to their basketball court.

Councilman Mills said he was asked three or four months ago would Narrows be receptive of a deal like Patty Dennis just described. He didn't even ask any of his teammates because he knew the answer and he said yes. He's absolutely not making any kind of promises but there is stuff being discussed towards that end and he doesn't want to say too much and blow it up but that discussion has been held with people he trusts so maybe they'll get better than a fence or maybe they won't get anything but it's been talked about.

### **Communications from Mayor, Council, and Staff**

Councilman Mills said the PSA had another meeting and the citizens of Narrows really impressed him and he was impressed by the staff information he shared at that PSA meeting. Gerry Clark is a good person and Gerry told how staff handles stuff and it's excellent as far as dealing with renters. They're still kicking that can down the road and trying to reach a consensus. This lead and copper water pipe testing they're pushing up our nose is going to be painful any way they go. They've supposedly got an application in and staff at the PSA are talking about grant money. He will be shocked if they get that much grant money but you have to let people do the job to see where the ball bounces. That's going to be a huge endeavor for all of them but they're supposed to get an answer by June or July one way or another. He will keep them informed.

Terry Nicholson said he will just add to that when he met with Chris McKlarney and Todd Meredith they all agreed they would have a plan B going forward in case they don't get the grant money. They will still collaborate with each other even if they don't get the grant money.

Councilman Mills said he's glad they did that because we might need a plan B.

Mayor Spangler said he has a suggestion or a comment. In view of the happenings on Saturday he spoke with Sara Bowles a little bit and she can address it better because she lives on Park Drive. He would like to see, unless somebody can tell him it's not a good idea, some signage developed that would sit at ground level when there's special activities such as Kids' Fishing Day and the Fourth of July. Have one coming down the creek and one coming up the creek when people approach it and reduce the speed limit to 15 miles an hour and have something on there to caution people to slow down. It would be removable at the end of the day

Councilman Goorskey said they would have to petition VDOT for that as well.

Terry Nicholson said they would have to do that because Route 61 is a VDOT road. He hasn't had an opportunity to speak with Police Chief Ratcliffe because he was out of town this weekend. He will speak with Police Chief Ratcliffe about that for events the town has as well. A lot of municipalities have crosswalk signs they leave up all the time and the town does have crosswalks there to get from the parking area over to the park that he believes would justify to VDOT the need for something like that. It would be a warning sign basically at either end of the Town Park. It's a great idea to put them up temporarily and that may be a better idea because what he's noticed is that in municipalities that leave them up all the time people get used to them and don't abide by them.

Councilman Goorskey said there's a very interesting approach to handling that and Virginia Tech is working on that with VDOT right now and they're using this on Afton Mountain because the road worker trucks get out of control if they're coming down the hill and they can't always brake. There's road work on the downhill side so they have signage up and bright lights and flashing lights to alert the drivers. There is also, and he believes it's based on speed detection, at certain points prior to approaching that area an audible indicator that alerts individuals at the location this particular vehicle is coming in at too high of a rate of speed. Then the driver and the pedestrian get some type of indication.

Mayor Spangler said the town has two flashing speed limit signs and he would like to see one put on each end of the park a little more consistently and if they need to start writing more tickets then that's what they need to do.

Councilman Mills said he would like to recognize two people that attended training for planning commissioners and there were people from all over the Commonwealth attending that meeting. Mike Bedsaul and Terry Nicholson were on a panel discussion and they sure did a great job with their answers and professionalism. He thought it was a pretty big deal because there were people there from Loudoun County and Fairfax and there were two guys from Southwest Virginia leading the show. He appreciates them more than they know.

Eli Sharp thanked council for allowing him to attend the council meeting. Aphi Fancon is the project manager for the comprehensive plan update but couldn't attend the meeting tonight. She is certainly much more knowledgeable about the presentation and has been working with the town since December 2021 and she wanted to make sure town council had an update. These are draft goals, objectives, and policies so if council gets anything out of what he is sharing take a look and see how they line up with what they and the people in their neighborhoods think about what the future for the Town of Narrows should be. The town has a great project team from the New River Valley Regional Commission consisting of Aphi Fancon, Hannah Palko, and Kathleen Armstrong. The leadership team consists of Kevin Byrd and Elijah Sharp. The project began in 2021 and that was an opportunity for their team to start taking a look at the previous comprehensive plan and what other planning studies were saying. From January to December 2022, they really kicked off with a lot of community engagement so they have some good input by what people were seeing. That's actually an echo from what he has heard in this room. They all have a lot of focus on the youth in the community and making sure they have the amenities not only to keep them here and let them have a great time today but hopefully keep their attention so they want to stay in the community in the future. That's definitely something they were hearing a lot. They're in the January to June 2023 phase but in June council will have their public meetings giving the public the opportunity to take a look at these goals and objectives as well. Then in October they'll be moving into the final draft plan so they're almost at the finish line. A comprehensive plan is the town's vision for the future, but it really is a road map so that four or five years from now when they take a look at their comprehensive plan update they can look back and reflect on what they've accomplished. They will also check in and make sure they're still on track and how the goals, objectives, and policies are doing. It's also an opportunity to include some of their local values. There are things that you look ahead for in the future but there are also things that you want to retain to preserve the character in your community. The next slide is Aphi's favorite slide and it gives them a good idea about why they have those objectives and policies. It's a step-by-step piece where they're starting with bigger picture ideas and moving towards very specific actions they want to take. The bigger reason is it is required by Virginia Code. It has to be looked at every five years and has been in effect since 1980. Their elements are pretty much set in stone but they do have some flexibility about what they can look at. These are the elements of the town's comprehensive plan and so as they start to look at it they may not be interested in every chapter but look at one or two of the things that are most important to make sure they take a good look at it. He was talking about community engagement and they have been partnering with the town since Winter 2021. They have pictures from the day of the event and they had a really fun marble exercise. In general, business attraction/support/retention was the most popular. About 10% to 12% of the engagements were interested in retaining young adults and activities for children and youth. High-speed internet is a big one for just about every community and Giles County is making a lot of strides concerning that. Activities for youth and children was the most important topic during the in-person engagement and people were least concerned about healthcare and medical. Internet and education are somewhere in the middle but in general they have a really great passion towards youth. They had another engagement concerning where people visit most in the Town of Narrows. When they started to look at the goals and objectives analysis their team looked at them and had countless group meetings where they took a detailed look at what was accomplished. The goals and objectives are down the left, and the first question is what's the current condition and have goals and objectives been achieved or do they need to circle back to it, and then the planning commission recommendations. The planning commission has done a great job getting into the weeds of this comprehensive plan. Future land use is just a sample of key recommendations. They have a goal and one of the policies that has a lot of emphasis is exploring options for encouraging re-use and redevelopment of vacant and underutilized properties and buildings. This one has a lot of emphasis and that will be a sample of a new policy that's added to the comprehensive plan in the future for land use. There is a copy of the town's 2016 future land use map and there are some differences. In particular, the red, orange, and blue colors. Blue is light industrial currently, red is business, and orange is re-utilization. The next map shows that the blue color that was industrial is now a light peach color that's more commercial, light industrial, and mixed use so that's going to give a little bit more flexibility to look at different types of development that are not only industrial. Purple is all downtown mixed use so this is going to give them some opportunities to think about not only business types of development but also potentially housing development that would occur within town.

This is opening that conversation, giving them some flexibility in different parts of town that are consistent with the broader geography within town limits. Most of the time in a comprehensive plan, that's the key map that gets their attention and then checking out their favorite section to make sure it has policies and things they want to achieve over the next five years. He encourages council to take a look at just a couple sections of the comprehensive plan to make sure it looks right to them. It's not necessarily set in stone but this map will prevent certain types of development in a community. It does give the town some protection and guidance for future land use. The next section is a new one. Aphi wanted to let council know she's not saying this is what it should be, she just took a first pass as how these terms would be applied. These are terms defining how they will talk about land development. He would like to draw their attention to something that is important, and that is densities and how each of these things are described. He asked council to see if it aligns with the current infrastructure they have within town, and would it accommodate the types of development they are hearing about from their surrounding community members. Commercial/industrial mixed use is a new one as well but Aphi took a stab at defining these for them.

Councilman Conley asked how they came up with the future land use map.

Eli Sharp said the future land use map is decided by the planning commission and the different terms and what land-use descriptions are set.

Councilman Mills said it is a draft. There can be changes and ultimately council has the final decision on which document is adopted. They have to start somewhere and he encourages council to really dig into this because it's a five-year plan. If they're doing business correctly, any zoning decision they make should first go to the comprehensive plan to get direction. Everything here tonight is a computation of all of these suggestions the Planning Commission has inputted but it is absolutely not the final product.

Eli Sharp thanked Councilman Mills for his clarification. This is largely based on their current land-use plan; they're just trying to broaden definitions and give more flexibility. If there was a very drastic or significant change they would recommend the town go through a process where they're notifying the current landowners and get a concurrence on the proposal but they haven't reached that stage where they believe it's that drastic of a change but it is trying to modernize future land-use plans so they can take a look at the types of developments they are seeing in surrounding communities.

Terry Nicholson asked Councilman Conley if he had any questions.

Councilman Conley said he was just looking at the future land-use map and comparing it to what it is now. Those are some substantial changes as far as taking a lot of residential out and changing it to light business and things like that.

Terry Nicholson said none of the boundaries changed they just changed the definitions.

Eli Sharp said the zoning ordinance defines what types of developments are allowed.

Councilman Goorskey said the only thing he sees is that he wants to make sure they don't cut out schools.

Eli Sharp said sometimes the zoning ordinance does line up perfectly. There are some additional definitions of what those spaces would be defined as and Aphi wanted to let council know this is just a first draft. Economic development has a couple of higher priority policies that came out and continued to support marketing activities to highlight the towns businesses and events. Policy 1.1.7 is to collaborate with the county to expedite and streamline permit processing to reduce the cost of doing business. The comprehensive plan is really the tool that informs your other more detailed plans so they're actually putting in specific ordinances or laws they want to adhere to in their community. The more detailed plans are the subdivision ordinance, community initiatives, capital improvement projects, and the zoning ordinance. The next steps are 2 open houses to be conducted in June to share draft goals, revise a draft document per public feedback in July, and as he mentioned hopefully next time they will have Aphi present at the council meeting to get into a lot more details on each of these things.

They'll be back to present the final draft to consider. If anyone has any questions he will be glad to take those back to Aphi.

Terry Nicholson said there's no need to take any action on this at today's meeting but he wanted council to know that they are in the process of sending second notices to businesses that have not yet gotten their business licenses. There is a list in council's packets, some of which we haven't received their application yet, so we've sent second notices to them. There's a smaller group that have actually been invoiced because they did submit their application but haven't paid yet.

Terry Nicholson said in his report there's a change order for the insulation of the ceiling of the outfitter's building that was missing in the original design. He received a draft of the change order and the cost is just under \$30,000 for the insulation for this. He's discussed this with John Ross although at the time he discussed it with him he didn't know how much it was going to cost. He discussed it with Mike Bedsaul as well and there's really no legal recourse for them here since they do not have damages. Had the insulation been included in the original quote they would have gotten a higher quote and agreed to pay that.

Councilman Goorskey said he would like to say he would rather not see Hill Studio's name on another piece of business in this town without him questioning it a whole lot. All of this could have been very well known. This is not the first building they designed and the code didn't change overnight.

Mike Bedsaul said he and Terry Nicholson looked at a couple different issues, one of which would be if the town occurred any, for example, penalties or other expenses due to delays and the construction and these were not anything like that. He asked Terry if there were any grant funds that they were unable to obtain due to the failure of the plans to reflect everything that was needed for the project and there wasn't. He believes Terry indicated they received the full amount of the grants they applied for.

**Councilman Conley made a motion to appropriate \$29,902.40 to install insulation in the outfitter building. Councilman Mills seconded the motion.**

**Ayes: Lucas, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

Terry Nicholson said this will be paid for from ARPA funds. The performance of the building will be greatly improved by doing this.

### **Unfinished Business**

Mayor Spangler said under unfinished business they have proposals from Thompson and Litton.

Terry Nicholson said this is much better news. He did get the Thompson and Litton proposals for the industrial revitalization fund grant which is funding the downtown study for the bank building. They're looking at all of the town buildings down to the Wheeler building and actually the one between the Wheeler building and Muneris. That owner has contacted Terry and they're going to be included in this study. The other thing he realized in looking at the bank building property is that they are looking at relocating the fire department ultimately and the fire department is contiguous with the bank building property. He had them include the fire department now and the old town hall building in the study so they're going to look at that as one big parcel. That particular proposal came in exactly at the grant amount and said they would agree to do it for a lump-sum fee and it would go no higher than that so that is a wash because all the grant money will be used.

**Councilman Conley made a motion to authorize the contract with Thompson and Litton and authorize Terry Nicholson to sign the Memorandum of Understanding from Thompson and Litton for the downtown study for the bank building.**

**Councilman Lucas seconded the motion.**

**Ayes: Lucas, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**



Terry Nicholson said the second proposal Thompson and Litton gave the town is to study the properties around the Gallimore property and this proposal is covered by the Virginia Brownfields Grant. The amount the town received for the grant was \$50,000. On page five of that proposal the total cost is \$58,338 leaving the town \$8,338 short. When Terry spoke with Chris McKlarney and Todd Meredith on Friday, he talked with Chris about this because he believes the IDA is very interested in this property as well, and Chris agreed. Terry is going to meet with the IDA on Thursday and ask them for the \$8,338. Council has a line item in the budget for \$2,000 for economic development so he could ask the IDA for \$6,338 and that will cover all that. Council already committed \$48,000 they have put towards the Gallimore study that's been going on so they have matched the Virginia Brownfields Grant already. Their purchase costs will be match for that grant as well, so the town's match is far more than what the IDA would be putting in. The IDA is interested in these properties, so they may be interested in helping to develop them once they've done this study. He's going to present to them on Thursday to ask their approval so he's asking council is that if for some reason they balk at the \$8,338 should he ask them to cover that \$6,338.

Councilman Mills said they've come too far down this path to do anything but that.

Councilman Goorskey said he very much appreciates the extra effort.

Terry Nicholson said the town has been having discussions all along through the development of this property and it is a prime site.

**Councilman Mills made a motion to authorize the contract with Thompson and Litton and authorize Terry Nicholson to sign the Memorandum of Understanding from Thompson and Litton for the Narrows site evaluation. Councilman Lucas seconded the motion.**

**Ayes: Lucas, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

#### **Matters for Consideration by Council**

Mayor Spangler said first is to consider the approval of the Virginia CDBG program income plan.

Terry Nicholson said this is a piece they need to take care of. This is something that the Department of Housing and Community Development, in their review of the grant for closing out the CDBG and then the interim review on the ARC Grant, they ask that we have for the CDBG grant a program income plan. This plan is a two-page document saying if for some reason one of the facades they have funded were to be sold, then any income that the town got back from the sale of that building (as part of the façade program the owner has to hold the building for five years and they have to pay back a prorated part of the grant money they got for the facades). The town would get that money back and would have to apply it to some other downtown façade. It stays with the town but they have to have this income plan in place saying what they would do with money if it were to come back to the town. Eli actually helped put this program income plan together for the town and is presenting it for council's approval.

**Councilman Mills made a motion to approve the Virginia CDBG program income plan. Councilman Conley seconded the motion.**

**Ayes: Lucas, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

Mayor Spangler said the second item is to consider approval of ARPA funds for capital projects and payroll.

Terry Nicholson said if council can recall they've been talking all along about it in their budget preparations the fact that their capital projects for this year which include a police vehicle, the camel jet, and the modifications to the building to accommodate the camel jet

with ARPA funds and then the remaining amount would be rolled into the unassigned fund balance. The way the auditor is telling us to do this is basically reimbursing the town for their payroll for an appropriate period of time that will consume the rest of that money. That cleans it up for them audit-wise so they can leave it in the unassigned fund balance. What he's asking council to do is, with the caveat of \$30,000 they've added to the overages for the Outfitter building, authorize Debbie Thomas and himself to work with the auditors to move the rest of the ARPA money. He would like to do it before the end of this fiscal year, which will clean it up for the town and the reporting can be done at the end of this year and not drag it into 2024. They would be completing the work before the deadline that we need to meet in October 2024.

Councilman Conley asked if the county was able to recoup any of the camel jets.

Terry Nicholson said yes and thanked Councilman Conley for reminding him. That was the purpose of him having lunch with Todd and Chris. They have asked that the existing camel jet be appraised by the company they decided to buy the town's from based on the number of hours and age of the unit and then just get an assessed value for that. They agreed they would pay the town one-third of the value of that camel jet now. It will buy the town out of that particular piece of equipment, not out of the entire shared-equipment fund, just out of that one piece of equipment. It will be some amount yet to be determined and he will keep them updated as they find out what that is. They will work with the supplier and will have to get some quotes to satisfy that procurement to know they're getting the best deal they can.

**Councilman Conley made a motion to approve ARPA funds for capital projects and payroll. Councilman Lucas seconded the motion.**

**Ayes: Lucas, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

Mayor Spangler said item number three is to schedule a public hearing on the tax rate increase and budget approval.

Terry Nicholson said they plan to do these at the June council meeting. The VRSA renewal came down a little bit so that was great news.

Terry said the council meeting would be on June 12<sup>th</sup>. June 19<sup>th</sup> is Juneteenth so that's a town holiday and the offices will be closed that day. The budget will be approved at a meeting on June 20<sup>th</sup> at 6:00 p.m.

Mayor Spangler read a thank-you note from the Veterans Memorial Park Commission and the Memorial Day Parade Committee. They were appreciative of those two donations.

**Councilman Lucas made a motion to go into executive session for discussion of the Gallimore project. Councilman Conley seconded the motion.**

**Ayes: Lucas, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

**Councilman Conley made a motion to return to open session. Councilman Lucas seconded the motion.**

**Ayes: Lucas, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

### **Certification**

**WHEREAS**, the Town of Narrows, has convened an executive meeting on this date pursuant to an affirmative-recorded vote and in accordance with the provision of the Virginia Freedom of Information Act: and

**WHEREAS**, Section 2.2-3712 of the Code of Virginia requires a certification of the Town Council that such executive meeting was conducted in conformity with Virginia Law:

**NOW, THEREFORE, BE IT RESOLVED THAT THE** Town of Narrows hereby certifies that, to the best of each member’s knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the executive meeting to which this certification resolution applies: and (2) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Town Council.

**ATTEST:** \_\_\_\_\_

**Councilman Goorskey made a motion to accept the certification. Councilman Conley seconded the motion.**

**Ayes: Lucas, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

**Councilman Mills made a motion to adjourn. Councilman Goorskey seconded the motion.**

**Ayes: Lucas, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

\_\_\_\_\_  
Clerk, Debbie Thomas

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Mayor, Tom Spangler