

Minutes-April 20, 2020  
Town of Pennington Gap  
Electronic Council Meeting

**Record of Attendance:**

**6:00 PM**

Mayor: Larry W. Holbrook  
Council: Jill Carson- by phone  
Gary McElyea –by phone  
Jeff Martin –by phone  
Terry K. Pope-by phone  
Jimmy Warner –by phone

Town Manager: Keith Harless  
Assistant Town Manager: Brian Skidmore  
Town Treasurer: Tina Rowe-by phone  
Town Attorney: Greg Edwards  
Town Clerk: Karen Maggard-by phone

Citizens:  
Powell Valley News: Rick Watson  
David Williams – by phone

1. Call to order: Roll call was taken with those present and on call in to determine there is a quorum. Mayor Larry Holbrook called the meeting to order at 6:01 PM and read the statement concerning COVID-19 pandemic as follows: Because of COVID-19, social distancing in State of VA and the following codes of Virginia, the Town of Pennington electronic council meeting will proceed in reference to § 2.2-3708.2, Meetings held through electronic communication means and when the Governor has declared a state of emergency in accordance with § 44-146.17
  
2. Larry Holbrook made a Motion to approve the agenda, Terry Pope seconded the Motion. Vote as follows:

Jeff Martin	Aye
Jill Carson	Aye
Gary McElyea	Aye
Terry Pope	Aye
Jimmy Warner	Aye
  
3. Larry Holbrook made a Motion to approve the minutes from March 16, 2020, Jeff Martin seconded the Motion. Vote as follows

Jill Carson	Aye
Gary McElyea	Abstain (not present March)
Jeff Martin	Aye
Terry Pope	Aye
Jimmy Warner	Aye

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4. Larry Holbrook made a Motion to approve the bills to be paid. Jill Carson seconded the Motion. Vote as follows:

Gary McElyea	Aye
Jeff Martin	Aye
Terry Pope	Aye
Jimmy Warner	Aye
Jill Carson	Aye

5. Citizens' Recognition- none

6. Unfinished Business

- A. Award contract on yard clean-ups – Keith Harless received two bid, H.A.C. Construction and Tri-State. H.A.C. has lessor bid, he recommends awarding to them but to not operate at someone's home until COVID-19 restrictions are lifted. Larry Holbrook made a Motion to approve H.A.C., Jeff Martin seconded the Motion. Vote as follows:

Jill Carson	Aye
Gary McElyea	Aye
Jeff Martin	Aye
Terry Pope	Aye
Jimmy Warner	Aye

- B. Bank finance of new lawn mower – Tina Rowe stated a 3 year rate of 2.85% from Lee Bank is the lowest with a total of \$424 in interest for that period. She recommends this option. Larry Holbrook made a Motion to finance the new mower with Lee Bank, Terry Pope seconded the Motion. Vote as follows:

Jill Carson	Aye
Gary McElyea	Aye
Jeff Martin	Aye
Terry Pope	Aye
Jimmy Warner	Aye

7. New Business

- A. Lee county Historical Society donation request – Greg Edwards spoke for the Society as they have an April 24<sup>th</sup> deadline to apply for a matching grant. They ask for any amount of donation. The grant will help fund an educational project "Just off the Wilderness Road-Songs of the Cumberland Gap Region". Gary McElyea asked to table the request due to COVID-19 layoffs. Due to the deadline, Greg asked that if necessary vote "no". Mayor Holbrook asked for comments. Jeff Martin made a Motion to donate \$250, Jill Carson seconded the Motion. Vote as follows:

Jill Carson	Aye
Gary McElyea	Abstain

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Jeff Martin	Aye
Terry Pope	Abstain (wife is LCHS accountant)
Jimmy Warner	Aye
Larry Holbrook	Aye

- B. Possible exploration of town emergency services expansion-Brian Skidmore stated the strained EMS / COVID-19 pandemic necessitates an escalation of exploration of extended services of the fire department. Jimmy Warner made a Motion to explore extending services provided by the fire department. Jeff Martin seconded the Motion. Vote as follows:

Jill Carson	Aye
Gary McElyea	Aye
Jeff Martin	Aye
Terry Pope	Aye
Jimmy Warner	Aye
Larry Holbrook	Aye

- C. Gary McElyea raised his concern for the police department with the recent loss of officers. Brian Skidmore stated he is in communication with the head of the department at the county level daily. Gary made a Motion to take back the oversight of the department effective July 1, 2020. Keith Harless recommended we consider the budget before we do so. Jeff Martin seconded the Motion. Vote as follows:

Jill Carson	Aye
Gary McElyea	Aye
Jeff Martin	Aye
Terry Pope	Aye
Jimmy Warner	Aye
Larry Holbrook	Abstain

8. Monthly Reports-Water, Sewer, Treasurer, Public Works, Police Dept., Fire Dept., Lee Theatre (written Reports in Council packets). No comments
9. Administrative Reports and Council Action – Mayor Larry Holbrook/Keith Harless/Tina Rowe- No comments
10. Attorney, Greg Edwards – Jill Carson has a copy of the Town code to review. Officer Jesse Jones has asked for help with enforcing parking tickets. Terms for Town to take over fire department in session tomorrow.
11. Council Member Reports –  
Jill Carson spoke with Dr. Sue Cantrell with LENOWISCO Health District which led to her call in on the weekly radio show from the theatre. She originally planned a weekly update but couldn't commit due to the increase in responsibilities, but will when available. Jill commended Keith and the town

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employees on measures of safety and keeping the town running during this virus pandemic. She has communicated with VML/VACO and with Senator Kaine, who has concerns for any mandate that may adversely affect SWVA. He has concerns for miners, respiratory effects of virus, and broadband accessibility. She has also spoken with ASP representatives still in the area, they have asked to help if they can and she suggested Leeman Field projects that would help with readiness for future opening.

Gary McElyea, Jeff Martin, Terry Pope, Jimmy Warner and Larry Holbrook all spoke of their gratitude to the town staff on an outstanding job during this crisis.

Terry Pope mentioned that Tina and Keith are tracking loss of revenue during this time for future possible reimbursement or funding. Terry made a Motion to extend the due date of business license applications to July 15, 2020 and to forgive late fees on the license during the extension. Jill Carson seconded the Motion. Vote as follows:

Jill Carson	Aye
Gary McElyea	Aye
Jeff Martin	Aye
Terry Pope	Aye
Jimmy Warner	Aye
Larry Holbrook	Aye

Tina Rowe scheduled a budget meeting for Wednesday, April 29 at 2:00 PM. Reminders will be sent.

12. Larry Holbrook made a Motion to adjourn the meeting, Jeff Martin seconded the Motion. Vote as follows:

Jill Carson	Aye
Gary McElyea	Aye
Jeff Martin	Aye
Terry Pope	Aye
Jimmy Warner	Aye
Mayor Larry Holbrook	Aye

Time of adjournment: 6:45 PM



MAYOR LARRY W. HOLBROOK

ATTEST:

  
KAREN MAGGARD, TOWN CLERK

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