

Town of Clintwood, Virginia  
Regular Town Council Meeting  
February 14, 2023

Record of Attendance:

Council Members:

Danny Lambert - Mayor/Town Manager  
Ron Kendrick - Vice Mayor  
Doris Rife -absent  
Talbert Bolling  
Jim Childress  
Shelly Mullins - absent

Others Present:

Susan Wood - Attorney  
Judy Steele- Clerk  
Officer Chris Yates

Citizens: Bobby Garrett, Amy Garrett, Michael McNulty - Pro-Art, David Brown -Hicok and Brown-CPA,

Mayor Lambert asked for a moment of silent prayer.

**Agenda Item - Approval of minutes of January 10, 2023**

Motion was made by Councilman Kendrick and second by Councilman Bolling to approve the minutes of January 10, 2023. Motion passed unanimously.

**Agenda Additions:**

Mayor Lambert asked for any additions to the agenda. Mayor Lambert added a closed session for contracts and Councilman Bolling added speed limit and for a closed session he added personnel.

Motion was made by Councilman Childress and second by Councilman Kendrick to approve the agenda with the additions. Motion passed unanimously.

**Agenda Item - David Brown -Hicok and Brown - Audit Report**

David Brown said the town has received an unmodified opinion which is the highest level of assurance you can receive on an audit. There was no material modifications that had to be made, everything was under accounting standards and auditing standards. There were no issues with the audit. They also looked at the internal controls which are how the information flows into your books, how things are approved, how things are receipted and they had no findings relating to that. He did have one recommendation which will be discussed later on. He said the most useful

section for the council is on page 27 schedule 1 and 2 which show the budget figures. On page 4 is your Statement of Net Position Exhibit 1 which is like your net worth which includes all you fixed assets, your debt, deferred revenue, and is a complete picture of the town. The total assets were about thirteen and half million dollars (13,500,000) and total liabilities were about 1.1 million dollars (1,100,000) which leaves you to the good in the amount of twelve million (12,000,000). On Page 7 is your Statement of Revenues, Expenditures, and Changes in Fund Balances for the General Fund. This is the revenues and expenses of the general fund for the town operations. The town took in about 1.7 million and spent a little more than 1.7 million which made you in the hole of about \$50,000 which was a loss for the year. On page 10 is your water and sewer fund. In these funds which include depreciation there was a loss of \$122,000 with depreciation of about \$400,000. There were positive cash flows. Beginning on page 13 are the foot notes and they give you more information about the numbers and gives the standards, procedures, your debt, and your fixed assets. He said the recommendation he has is about the fire department. Currently, they keep their own set of books and do their own checks and deposit at the fire department level and not at the town. Being that they are part of the town's operations, it would be ideal if their checks and deposits came from the town hall and follow the same procedures as the town does with their deposits and checks. At minimum review their bank statements each month to see if anything looks unusual. Mayor Lambert said he would have a meeting with Robert Stanley and go over those recommendations. Councilman Bolling asked if there was anything that needed to be done differently going forward. Mr. Brown said that the town has a small staff, but you are still segregating duties and breaking up controls the best you can with your staff. You have some very good systems based on the number you have working here and where Tamara does your quarterly payroll reports and the pre audit adds another level of looking at things. Councilman Bolling asked about depreciation and Mr. Brown said depreciations is recognizing that expense over time. A water line depreciation is over 40 years which is a useful life, equipment is 5-10 years, and computers are five years so you are capturing the cost over time. Mayor Lambert expressed his appreciation to Mr. Brown for his work on the audit.

Motion was made by Councilman Bolling and second by Councilman Childress to approve the audit as presented. Motion passed unanimously.

#### **Agenda - Michael McNulty - Pro-Art**

Michael McNulty said he has been the Executive Director of Pro-Art for two years and when he came to Pro-Art he was hoping to expand Pro-Art programming and get more people interested. There has been a 646% increase in their single ticket sales last year. He believes that is an indication that people are interested in the different type of programs they are offering. One of his goals was to come back to Dickenson County

and be in the community. Virginia Commission of the Arts grant program grants local government matching funds up to \$4,500 to work with a partner that is attached to the Virginia Commission of the Arts to do arts programming. That is what Pro-Art does with all the other towns and counties that they work with is in exchange for these funds, Pro-Art takes those funds and use as matching funds and apply for additional grants and try to leverage those funds as much as they can to put on programs for all the different localities that support Pro-Art. There are three programs coming up in the spring at the Jettie Baker Center as well as several at Ridgeview. Frosty was done at the Jettie Baker Center in December. In total these shows represent more than \$40,000 in expense from Pro-Art. He asked the council to reapply for the grant again this year which will be the same process as last year. They get \$4,000 from the schools to do some programming for them. They will be starting a JAMS program in the schools for the students this year. Mayor Lambert said he had been pleased with the programming from Pro-Art.

Motion was made by Councilman Bolling and second by Councilman Kendrick to apply for the Virginia Commission of Arts. Motion passed unanimously.

#### Agenda Item - AirMedCare Renewal

Motion was made by Councilman Bolling and second by Councilman Kendrick to renew coverage with AirMedCare Program. Motion passed unanimously.

#### Agenda Item - Speed Limit Change

Mayor Lambert said he had received a text back from VDOT concerning changing the speed limit which said that they would not consider changing the speed limit due to the fatalities that they have had at the 72 Intersection. Councilman Bolling requested a letter be written to request the speed limit be changed. Councilman Kendrick said that he always thought if you have traffic entering from a parking lot into an intersection like the one coming out of Walgreens then you would need to be so many feet away from the intersection of the light. He figured it should be a right turn only and suggested putting the areas in town the council has concerns about and send VDOT a letter.

#### Citizens Comments

Robert Garrett asked if they have any ideas for the use the Clintwood Elementary School when it closes this fall. Mayor Lambert said he did not think it would be completely closed this fall. Councilman Childress said he did not think there would be enough room for the Clintwood Elementary to go to the new school this fall. Councilman Bolling said that property belongs to the school board and he does not

foresee them relinquishing the property back to the county. Councilman Childress said that the property gives a lot of opportunity for many things to be done there.

Old Business:

**Agenda Item - Cigarette Tax Ordinance**

Councilman Bolling asked if this should be done right now or when the budget is being done. Susan Wood said if you do that now you will have to amend the budget. The consensus of the council was to address this at budget time.

**Reports and Communications:**

Town Attorney - Susan Wood said she checked on opt in or opt out bill with the liquor license and that is not a bill that is in the legislation right now. It is up to ABC and the town is out of it. Councilman Bolling said if you want to open a restaurant and sell alcohol then you have to go to ABC yourself. Susan said unless you do something thru the zoning and it is not in it now.

Mayor Lambert said the Cardinal News came out with the amount of casino money Southwest Virginia was going to receive this fall and Dickenson County is to receive about \$700,000. They mentioned cities and counties, but the towns have been completely left out of the formula.

Motion was made by Councilman Bolling and second by Councilman Kendrick to write a letter requesting a portion of the Casino money and the Opioid money. Motion passed unanimously.

Jim Childress - none

Ron Kendrick - none

Talbert Bolling - He expressed his appreciation for the work the employees do and glad to see the two that have been off is now back to work.

Mayor Lambert - None

Mayor Lambert asked for a motion for closed session.

Motion was made by Councilman Bolling and second by Councilman Childress to go into a closed session pursuant to Virginia Code Section 2.2-3712(A) for the purpose of discussing Section 3711A (1) Personnel Matters and Section 3711A (8) Legal. Motion passed unanimously.

RE: Certification for Closed Meeting

Motion was made by Councilman Bolling and second by Councilman Childress to certify that the Town Council to the best of their knowledge that only such public business matters as lawfully exempted from the open meeting requirements of Virginia Law were discussed in the closed meeting and only such public matters as were identified in the motion convening the closed session were heard, discussed, or considered by the Town Council.


Mayor Lambert asked for a roll call vote.

Doris Rife - absent  
Talbert Bolling - aye  
Ron Kendrick - aye  
Jim Childress - aye  
Shelly Mullins - absent

Motion Carried

Hearing no motions from the Closed Session, Motion was made by Councilman Bolling and second by Councilman Kendrick to pay the bills, the overtime, and recess the meeting to February 28 at 6:00 p.m.

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Danny Lambert, Mayor

Attest:

  
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Judy Steele, Clerk