

WISE TOWN COUNCIL
Monday, February 23, 2026; 7:00 P.M.
WISE MUNICIPAL BUILDING COUNCIL CHAMBERS
501 WEST MAIN STREET - WISE, VIRGINIA 24293

MINUTES

MEMBERS PRESENT:

Caynor Smith, Jr., Mayor
Laura Taylor
Teresa Adkins
Robin Dotson
S. Duane Phillips

MEMBERS ABSENT:

None

PLEDGE OF ALLEGIANCE / INVOCATION:

Mayor Smith led the Pledge of Allegiance. Steve Childers provided the invocation.

AGENDA CHANGES:

Town Manager Laura Roberts advised there were no changes to the agenda.

CONSENT CALENDAR:

Councilman Dotson made a motion to approve the consent calendar, which included the minutes of the January 26, 2026 regular Council meeting, the September and October 2025 Treasurer's Financial Reports, the January 2026 Police and Water Plant Reports, and the February 2026 Fire Department, Recreation Specialist, Special Events, and Wise Rescue Squad Reports. Councilman Phillips seconded the motion that passed 5-0.

PUBLIC EXPRESSION:

Bud and Diane Stewart, residents of 149 Roberts Ave SW, requested guidance and support from Council regarding efforts to assist the Town's growing homeless population, noting particular concern during periods of adverse weather. The Stewarts expressed a willingness to participate in any committee or planning initiatives, citing a strong commitment to supporting individuals experiencing homelessness. Mayor Smith advised Council would address the issue at a future meeting, with hopes of mitigating the problem.

CREATIVE COMMUNITIES PARTNERSHIP GRANT REQUEST:

Michael McNulty, Executive Director of the Pro-Art Association, requested the Town's continued support through the Virginia Commission for the Arts Creative Communities Partnership Grant. He reported that due to the assistance of communities and local governments, attendance had increased by 35% and revenue by 64%, as compared to 2019, which was the last full season before the pandemic. Mayor Smith noted the same level of funding provided last year would be included in the FY 2026-2027 budget.

LUNCHBOX 276 UPDATE:

Mary Beth Masters, Program Director, and Dianna James, Program Coordinator of the Lunchbox276 program, provided an overview of the initiative, which supplied weekend and extended school break food bags to students from Pre-K through high school to support consistent nutrition and promote both physical health and academic success. James noted the program was funded entirely through donations, grants, and volunteer support, and had expanded from Wise

County into Dickenson County and the City of Norton, with an average of 1,200 food bags distributed weekly. Mayor Smith advised coordination with the Town’s administrative staff to complete the required donation request form so that Council could formally consider donating to the program.

PUBLIC HEARING – RESOLUTION #5, 2026:

Town Manager Laura Roberts advised the Town of Wise Planning Commission recommended Council approval of a Conditional Use Permit with no conditions and a final site plan review, submitted by the Wise County Board of Supervisors for the construction of a parking lot on the old Wise County Jail site. A public hearing was held on “A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA APPROVING A CONDITIONAL USE PERMIT APPLICATION AND FINAL SITE PLAN APPLICATION SUBMITTED BY THE WISE COUNTY BOARD OF SUPERVISORS FOR CONSTRUCTION OF A PARKING LOT LOCATED IN THE B-3 CENTRAL BUSINESS DISTRICT”. There being no one from the public audience wishing to comment, Mayor Smith closed the public hearing. Duane Phillips made a motion to adopt Resolution #5, 2026. Laura Taylor seconded the motion with the vote recorded by roll call:

Caynor Smith, Jr., Mayor	“Aye”
Laura Taylor	“Aye”
Teresa Adkins	“Aye”
Robin Dotson	“Aye”
S. Duane Phillips	“Aye”

PUBLIC HEARING – ORDINANCE #1, 2026:

Town Manager Laura Roberts advised Ordinance #1, 2026 would reference the Virginia Department of Transportation Subdivision Street Design Guide throughout Articles 6 and 7 to avoid numerous amendments of said ordinance due to updates. Mayor Smith opened the public hearing. There being no one from the public audience wishing to comment, the public hearing was closed. Robin Dotson moved to adopt “AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA AMENDING ARTICLE 6 AND ARTICLE 7 OF THE ZONING ORDINANCE AND SUBDIVISION REGULATIONS OF THE TOWN OF WISE, VIRGINIA, ADOPTED MARCH 23, 1987, AS AMENDED TO DATE”. Laura Taylor seconded the motion. The vote was recorded by roll call:

Caynor Smith, Jr., Mayor	“Aye”
Laura Taylor	“Aye”
Teresa Adkins	“Aye”
Robin Dotson	“Aye”
S. Duane Phillips	“Aye”

PUBLIC HEARING – ORDINANCE #2, 2026:

Town Manager Laura Roberts informed the adoption of Ordinance #2, 2026 would update the Town’s advertising requirements to match those of the Code of Virginia. A public hearing was held on “ AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA AMENDING ARTICLE 9 SECTION 3 TO THE ZONING ORDINANCE AND SUBDIVISION REGULATIONS OF THE TOWN OF WISE, VIRGINIA, ADOPTED MARCH 23, 1987”. There

being no one from the public audience wishing to comment, Mayor Smith closed the public hearing. Duane Phillips made a motion to adopt Ordinance #2, 2026. Teresa Adkins seconded the motion with the vote recorded by roll call:

Caynor Smith, Jr., Mayor	“Aye”
Laura Taylor	“Aye”
Teresa Adkins	“Aye”
Robin Dotson	“Aye”
S. Duane Phillips	“Aye”

PUBLIC HEARING – ORDINANCE #3, 2026:

Town Manager Laura Roberts reported the Public Works Department fee schedule, last updated in 2006, required revision, ensuring fees adequately reflected and covered the Town’s costs. Mayor Smith opened the public hearing on Ordinance #3, 2026. There being no one from the public audience wishing to comment, the public hearing was closed. Laura Taylor moved to adopt “AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA REPEALING PREVIOUS FEE SCHEDULES FOR DAMAGE REPAIRS AND ESTABLISHING A NEW SCHEDULE OF CHARGES FOR THE TOWN’S PUBLIC WORKS DEPARTMENT”. Robin Dotson seconded the motion. The vote was recorded by roll call:

Caynor Smith, Jr., Mayor	“Aye”
Laura Taylor	“Aye”
Teresa Adkins	“Aye”
Robin Dotson	“Aye”
S. Duane Phillips	“Aye”

RESOLUTION #6, 2026:

Town Manager Laura Roberts cited ongoing heating and cooling issues over the past several years as justification for necessary improvements to the HVAC systems located throughout the Town of Wise Municipal Building. Laura Taylor made a motion to adopt “A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA AUTHORIZING A MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN OF WISE AND THOMPSON & LITTON, INC. FOR THE PREPARATION OF A PRELIMINARY ENGINEERING REPORT FOR THE MUNICIPAL BUILDING HVAC IMPROVEMENTS”. Duane Phillips seconded the motion and the vote was recorded by roll call:

Caynor Smith, Jr., Mayor	“Aye”
Laura Taylor	“Aye”
Teresa Adkins	“Aye”
Robin Dotson	“Aye”
S. Duane Phillips	“Aye”

RESOLUTION #7, 2026:

Teresa Adkins moved to adopt “A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA AWARDING A CONTRACT TO BIZZACK CONSTRUCTION FOR COMPLETION OF THE TOWN’S FY 2025-2026 PAVING SCHEDULE”. Robin Dotson seconded the motion. The vote was recorded by roll call:

Caynor Smith, Jr., Mayor	“Aye”
Laura Taylor	“Aye”
Teresa Adkins	“Aye”
Robin Dotson	“Aye”
S. Duane Phillips	“Aye”

AUDIT/FINANCE COMMITTEE MEETING REPORT:

Laura Taylor, Chair, summarized the meeting of the Audit Finance Committee held to discuss cost-of-living adjustments to Town salaries for FY 2026-2027. She advised the Committee recommended Council approval of a 5% cost-of-living adjustment for all regular full-time employees in addition to the automatic step increase for eligible full-time employees for the FY 2026-2027 draft budget. Following a brief discussion, Duane Phillips made a motion to approve the Committee’s recommendation as presented. Teresa Adkins seconded the motion and the vote was recorded by roll call:

Caynor Smith, Jr., Mayor	“Aye”
Laura Taylor	“Aye”
Teresa Adkins	“Aye”
Robin Dotson	“Aye”
S. Duane Phillips	“Aye”

PUBLIC PROPERTY COMMITTEE MEETING REPORT:

Robin Dotson, Chair, summarized the meeting of the Public Property Committee held to discuss a request to close a portion of Tacoma Avenue to traffic and a request to sell an irreparable truck for parts.

Request to Close a Portion of Tacoma Avenue:

Micah McDermott, owner of Just Melt It! food truck, requested the closure of a portion of Tacoma Avenue from its intersection with East Main Street to its intersection with Water Street, citing customer safety concerns as the basis for the request. Dotson reported the Committee recommended the installation of traffic counting equipment as soon as possible by the Wise Police Department to assess vehicle volume along the section of Tacoma Avenue. He noted data should be collected both prior to the food truck’s opening and for several weeks thereafter to determine whether a safety issue existed before making a decision regarding the requested closure.

Request to Sell Irreparable Truck for Parts:

Doug Bates, Recreation Specialist, informed the Committee of multiple issues with the work truck assigned to him by the Town, which have rendered the vehicle inoperable. He stated a local mechanic had expressed interest in purchasing the truck for parts. The Committee recommended Council follow the guidance of Town Attorney Leonard Rogers regarding the disposal of Town property outside of a surplus sale. Rogers advised the vehicle must be sold through a surplus sale process.

Following a brief discussion, Laura Taylor moved to approve the Committee’s recommendations as presented. Duane Phillips seconded the motion. The vote was recorded by roll call:

Caynor Smith, Jr., Mayor	“Aye”
Laura Taylor	“Aye”
Teresa Adkins	“Aye”
Robin Dotson	“Aye”
S. Duane Phillips	“Aye”

RECREATION COMMITTEE MEETING REPORT:

Caynor Smith, Chair, summarized the meeting of the Recreation Committee held to discuss the following:

Revisions to Ordinance #11, 2023:

Brianna Bates, DC Fastpitch Softball Tournament Coordinator, requested the Town consider amendments to Ordinance #11, 2023 to reduce the advance scheduling requirement for private activities from eight weeks to two weeks. She also requested the Town allow a full refund for activities cancelled on the day of the event due to the challenges associated with accurately predicting weather conditions further in advance. Smith advised the Committee recommended amending Sections 4 and 5 of Ordinance #11, 2023, to revise the scheduling requirement to two weeks prior to an event and to allow a full refund in the event of same-day cancellations. Following a brief discussion, Robin Dotson made a motion to adopt Ordinance #4, 2026, “AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA PROVIDING POLICY FOR PRIVATE USE OF THE TOWN OF WISE SPORTS COMPLEX INCLUDING THE IMPOSITION OF FEES AND REPEALING ORDINANCE NO. 11, 2023”. Laura Taylor seconded the motion with the vote recorded by roll call:

Caynor Smith, Jr., Mayor	“Aye”
Laura Taylor	“Aye”
Teresa Adkins	“Aye”
Robin Dotson	“Aye”
S. Duane Phillips	“Aye”

Wise Main Street Association – Food Truck Rodeo & Chillin’ & Grillin’ Electrical Upgrade Request:

The Wise Main Street Association expressed interest in hosting its Food Truck Rodeo in the parking lot at the Wise Inn; however, electrical upgrades estimated at approximately \$20,000 would be required to facilitate the event. Greg Cross, organizer of the Chillin’ and Grillin’ event, had also requested electrical upgrades along Bank Avenue for vendor use, with an estimated cost of \$5,000. Town Manager Laura Roberts noted Bank Avenue could also serve as a potential location for the Food Truck Rodeo. Smith reported the Committee recommended revisiting the request from the Wise Main Street Association regarding the event’s location after further discussions of additional site options. Following a brief discussion, Duane Phillips moved to approve the electrical upgrades along Bank Avenue. Laura Taylor seconded the motion. The vote was recorded by roll call:

Caynor Smith, Jr., Mayor	“Aye”
Laura Taylor	“Aye”
Teresa Adkins	“Aye”
Robin Dotson	“Aye”
S. Duane Phillips	“Aye”

CLOSED SESSION:

On a motion made by Laura Taylor and a second by Robin Dotson, the Wise Town Council moved to convene into closed meeting for the purpose of and including:

Legal Matters – Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel as permitted by Virginia Code §2.2-3711(A)(8).

OPEN SESSION:

Laura Taylor made a motion to reconvene in open session. Robin Dotson seconded the motion that carried 5-0.

CERTIFICATION OF CLOSED SESSION – CM RESOLUTION #2, 2026:

Sarina Collins, Town Clerk/Treasurer, read Closed Meeting Resolution #2, 2026, “Resolving and certifying that to the best of each member’s knowledge (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applied, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Town Council of the Town of Wise,” and the vote was recorded by roll call:

Caynor Smith, Jr., Mayor	“Aye”
Laura Taylor	“Aye”
Teresa Adkins	“Aye”
Robin Dotson	“Aye”
S. Duane Phillips	“Aye”

COUNCIL COMMENT:

Mayor Smith reported Central High School Lady Warriors basketball team requested the Town serve as game ball sponsor in the amount of \$200. Duane Phillips made a motion to approve the request. Laura Taylor seconded the motion. The vote was recorded by roll call:

Caynor Smith, Jr., Mayor	“Aye”
Laura Taylor	“Aye”
Teresa Adkins	“Aye”
Robin Dotson	“Aye”
S. Duane Phillips	“Aye”

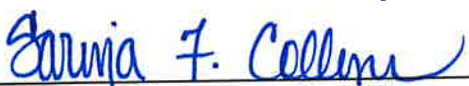
Duane Phillips expressed gratitude to emergency services for their work during the recent fire at Reno’s Roadhouse.

STAFF COMMENT:

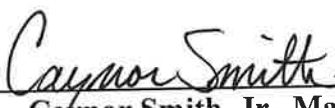
All Town staff in attendance offered appreciation to Council for providing a venue that facilitated collaboration between staff and Council during the recently held retreat.

ADJOURNMENT:

There being no additional discussion by the Wise Town Council, Laura Taylor made a motion to adjourn the meeting. Duane Phillips seconded the motion that passed 5-0.



Sarina F. Collins, Town Clerk/Treasurer



Caynor Smith, Jr., Mayor