

**WISE TOWN COUNCIL**  
**Tuesday, March 31, 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 *\*(arrived at the meeting at 7:10 p.m.)*  
Robin Dotson  
S. Duane Phillips

**MEMBERS ABSENT:**

None

**PLEDGE OF ALLEGIANCE / INVOCATION:**

Mayor Smith led the Pledge of Allegiance. William (Bill) Thompson, III, provided the invocation.

**AGENDA CHANGES:**

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

**CONSENT CALENDAR:**

Robin Dotson made a motion to approve the consent calendar, which included the minutes of the February 23, 2026 regular Council meeting, minutes of the March 10, 2026 special-called Council meeting, the November and December 2025 Treasurer's Financial Reports, the January 2026 Treasurer's Financial Report, the February 2026 Police and Water Plant Reports, the March 2026 Fire Department, Special Events, and Wise Rescue Squad Reports, and the March 3, 2026 and March 18, 2026 250 Year Celebration Committee Reports. Duane Phillips seconded the motion that passed 5-0.

**PUBLIC EXPRESSION:**

Amanda Hall, President of the Wise Main Street Association, requested continued support and co-sponsorship of the 2026 Main Street Food Truck Rodeo. She reviewed the success of the 2025 event, citing approximately 2,800 attendees, increased downtown business activity, and significant community engagement. Hall outlined the proposed relocation to Bank Avenue, with operational plans similar to the previous year. She further noted Farmers & Miners Bank had agreed to allow use of its parking area for the Food Truck Rodeo, contingent upon all tables being removed and the area cleared of garbage by 8:00 a.m. on the day succeeding each event. Following a brief discussion, Vice-Mayor Taylor raised concerns regarding staffing coordination and logistics to comply with the Bank's requirements. Mayor Smith recommended Town Manager Laura Roberts review the request with department heads to ensure feasibility. Council agreed to revisit the matter at a forthcoming meeting following Roberts' review.

**DEPARTMENT HEAD REQUESTS:**

Town Manager Laura Roberts requested an allocation of \$15,000 from General Fund Contingencies to establish an expense account for the Town's celebration of America's 250<sup>th</sup> Anniversary. Laura Taylor moved to approve the transfer of funds. 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”

Town Manager Laura Roberts introduced Eric Bradley Collins as the new Town Planner. Council welcomed Collins and expressed confidence in his contributions to ongoing and future development projects.

**RESOLUTION #9, 2026:**

Police Chief Kevin Yates explained the need to replace the Police Department’s current software system due to performance issues, noting the potential receipt of Byrnes Justice Grant funding to offset a portion of the expense of new software. Following a brief discussion, Robin Dotson made a motion to approve “A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA AUTHORIZING THE WISE POLICE DEPARTMENT TO ENTER INTO A CONTRACT WITH SOUTHERN SOFTWARE FOR RECORDS MANAGEMENT SERVICES”. 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”

**RESOLUTION #10, 2026:**

Town Manager Laura Roberts stated three bids were received following the second solicitation of bids for the High Visibility Crosswalks project and informed the low bidder fell within the budgeted amount for the project. Following a brief discussion, Duane Phillips moved to adopt “A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA ACCEPTING THE BIDS RECEIVED FOR THE HIGH VISIBILITY CROSSWALKS FUNDED THROUGH THE VIRGINIA DEPARTMENT OF TRANSPORTATION’S HIGHWAY SAFETY IMPROVEMENTS PROGRAM AND AWARDING A CONTRACT TO MCFALL EXCAVATING, INC. IN THE AMOUNT OF \$201,850.00”. 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”

**RESOLUTION #11, 2026:**

Town Manager Laura Roberts informed the resolution under discussion included State funding with no local match required. She added the project would include reconfiguration of turn lanes to improve traffic flow at the intersection of US 23 and Norton Road. Laura Taylor made a motion to adopt “A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA,

SUPPORTING THE APPLICATION FOR AN ALLOCATION OF UP TO \$5,664,106.00 THROUGH THE VIRGINIA DEPARTMENT OF TRANSPORTATION SMART SCALE (FORMERLY HOUSE BILL 2) FUNDING PROGRAM AND THE VIRGINIA DEPARTMENT OF TRANSPORTATION BRISTOL DISTRICT COMPETITIVE FUNDING PROGRAM FOR THE US23 AT NORTON ROAD (BUS 23) TURN LANE IMPROVEMENTS PROJECT AND AUTHORIZING THE TOWN MANAGER TO EXECUTE PROJECT ADMINISTRATION AGREEMENTS FOR ANY APPROVED PROJECTS”. 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”

**RESOLUTION #12, 2026:**

Town Manager Laura Roberts informed Clatterbuck Pavement Markings, Inc. was the low bidder for the FY 2025-2026 pavement striping. Teresa Adkins moved to adopt “A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WISE, VIRGINIA AWARDED A CONTRACT TO CLATTERBUCK PAVEMENT MARKINGS, INC FOR THE FY 2025-2026 PAVEMENT STRIPING”. 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”

**DISCUSSION OF BUDGET WORKSHOP:**

Council and staff discussed scheduling the annual Budget Workshop and agreed to continue the current meeting until April 2, 2026, at 5:00 p.m. for that purpose.

**CLOSED SESSION:**

On a motion made by Robin Dotson and a second by Laura Taylor, 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).*

***Real Property** – Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, as permitted by Virginia Code §2.2-3711(A)(3).*

**OPEN SESSION:**

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

**CERTIFICATION OF CLOSED SESSION – CM RESOLUTION #3, 2026:**

Sarina Collins, Town Clerk/Treasurer, read Closed Meeting Resolution #3, 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”

**APPOINTEE REPORTS (Informational Purposes Only) – Acknowledgment of Receipt:**

Laura Taylor made a motion acknowledging receipt of the following appointee reports:

1. Cumberland Airport Commission meeting from February 19, 2026
2. C-N-W Board’s regular meeting from February 25, 2026

Duane Phillips seconded the motion that passed 5-0.

**COUNCIL COMMENT:**

Robin Dotson expressed appreciation to the Wise Main Street Association for its efforts in providing activities in Town.

Laura Taylor conveyed her thanks to Town staff for their continued service and contributions.


Duane Phillips, in response to a request received due to public safety concerns, made a motion directing the Town Manager to advertise a public hearing regarding the closure of a portion of Tacoma Avenue. Laura Taylor seconded the motion that carried 5-0. Phillips also commended all emergency services personnel for their work and dedication.

Teresa Adkins noted the success of a recent WCYB news broadcast held in Town.

Mayor Smith commended the recent visit by WCYB news, noting it was a significant and positive event for the Town of Wise and Wise County. He expressed appreciation to staff and community members involved and highlighted the favorable exposure the Town received.

**ADJOURNMENT:**

There being no additional discussion by the Wise Town Council, Laura Taylor made a motion to continue the meeting until April 2, 2026 at 5:00 p.m. Robin Dotson seconded the motion that carried 5-0.

  
\_\_\_\_\_  
Sarina F. Collins, Town Clerk/Treasurer

  
\_\_\_\_\_  
Caynor Smith, Jr., Mayor