

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, JANUARY 26, 2004, AT 6:00 P.M.**

Members present: Trenton G. Crewe, Jr., Jacqueline K. King, John W. Jones, Jr., Charles G. Crockett

Members absent: William B. Weisiger

Others present: Town Manager C. Wayne Sutherland, Jr., Assistant Town Manager Stephen A. Moore, Town Clerk Sharon P. Hackler, Town Treasurer Michael G. Stephens, Patrol Officer Chris Irvin, Stephanie Porter-Nichols with Wytheville Enterprise, Kim Aker, Mark Aker, Seth White, Dee Kitts, Brandon Kitts, Carl Yonce, Doris Yonce, Kenny Sayers, Joshua Stephens, Larry McCoy, Yvonne McCoy, Steve Irvin, Agnes Eades, Jay Crockett, Sam Crockett, Anne B. Crockett-Stark

RE: CALL TO ORDER, QUORUM, INVOCATION, PLEDGE

Mayor Crewe called the meeting to order and established that a quorum of Council members was present. He thanked everyone for attending the meeting, and noted the Council changed the meeting time in anticipation of the bad weather. He stated that Town Attorney Kaase will not be attending the meeting due to the bad weather and the earlier meeting time. The invocation was given by Councilman Jones followed by the Pledge of Allegiance led by Vice-Mayor King.

RE: CONSENT AGENDA

Mayor Crewe presented the consent agenda consisting of the minutes of the regular meeting of January 12, 2004, and the request of George Wythe High School for issuance of a raffle permit for 2004. A motion was made by Vice-Mayor King and seconded by Councilman Jones to approve the consent agenda consisting of the minutes of the regular meeting of January 12, 2004, and the request of George Wythe High School for issuance of a raffle permit for 2004. Mayor Crewe inquired if there is any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Trenton G. Crewe, Jr., Jacqueline K. King, John W. Jones, Jr., Charles G. Crockett. Against: None.

RE: CITIZENS' PERIOD

Mayor Crewe stated the next agenda item is Citizens' Period, and advised he knows this is why several people are attending the meeting. He explained that the Council always has a Citizens' Period for people who would like to speak to Council during this time. He stated he knows a lot of people are attending the meeting because of the Scott Memorial Middle School Football Team resolution, and advised he will present the resolution momentarily. Mayor Crewe advised that the Council is very proud of the efforts of the football team.

Mayor Crewe inquired if there are persons present who would like to address the Town Council during Citizens' Period.

Mr. Steve Irvin was recognized and stated he wanted to express his appreciation on behalf of being a parent, a citizen, and a coach at George Wythe High School for the recognition, and advised he has his decal framed, that the Town Council has given the 2002 football team for the State Championship. He explained for those who are not aware, the new 2004 decals will depict the Maroon man, and each football player's number, and noted he has spoken to Town Treasurer Stephens regarding this matter, has been reserved so that those football players who purchase a Town decal would get their individual numbers, and he thinks this is great. Mr. Irvin indicated that he received the Coach #10 decal, and he hopes he does not have to give up this decal for the decal he will have to purchase for his vehicle. He stated it was a nice congratulations on the 2002 State football championship. Mr. Irvin noted that he knows the Council is going to recognize the Scott Memorial Middle School Football Team for their success, and he thinks this is appropriate, because when they start playing football at that school, they may end up at George Wythe High School playing football. He advised he thinks it is also fitting and proper that the George Wythe High School team thank the Town Council because, certainly, without the support and the efforts of Mr. Kenny Sayers, the Town Council, Mr. Dickie Boyles, and everyone in the Wytheville Recreation Department who has been supportive monetarily and spiritually by Town Council, certainly, the George Wythe High School could not win the football championship or any championship because those skills and the willingness to participate are developed early. Mr. Irvin reiterated that he wanted to thank the Town Council for the decals, and only in small town America do things like this happen. He noted they are proud of the football team, and he is proud to be from Wytheville. He thanked the Town Council for

their recognition of the George Wythe High School football team. Mayor Crewe thanked Mr. Irvin for attending the meeting. He noted he thought this was probably Mr. Irvin's topic, and this was why he wanted Mr. Irvin to speak first so those students who are on the 8th Grade Team will realize this is something the Town Council does as often as they possibly can. Mayor Crewe stated he would be remiss, on behalf of Town Council, if he did not inform the students that the Council also recognizes academics, and it is not just for the athletic programs. He remarked that anytime the Council receives a chance to state the students in Wytheville are doing well, they like to do it.

RE: CITIZENS' PERIOD - RESOLUTION FOR SCOTT MEMORIAL MIDDLE SCHOOL FOOTBALL TEAM

Mayor Crewe stated the next agenda item is the adoption and presentation of a resolution to the Scott Memorial Middle School Football Team. He read the resolution to those attending the meeting. A motion was made by Councilman Crockett and seconded by Councilman Jones to adopt the resolution commending the Scott Memorial Middle School Football Team. Mayor Crewe inquired if there is any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Trenton G. Crewe, Jr., Jacqueline K. King, John W. Jones, Jr., Charles G. Crockett. Against: None. Mayor Crewe then presented the resolution to the coaches of the football team. He advised that there is also a copy of the resolution for every member of the football team. Mayor Crewe congratulated the team and the coaches on their efforts and for attending the meeting. Mr. Kenny Sayers, coach of the football team, thanked the Town Council for the resolution.

Mayor Crewe inquired if there are others who wish to address Council during Citizens' Period. There being none, he proceeded with the agenda.

RE: OLD BUSINESS

Under Old Business, Town Manager Sutherland reported the following:

1. Neither of the Town Council Committees will meet this week, but the Committees will commence with their regular meetings next week.

RE: BUDGET AND FINANCE COMMITTEE REPORT

Vice-Mayor King, reporting for the Budget and Finance Committee, stated that at the last meeting of Council, an action was taken to make a donation to the Agape Food Pantry to the HOPE Ministries Center in amounts equaling their Town real estate taxes on the buildings they occupy. She explained that this action was the result of individual requests from both of these agencies. Vice-Mayor King stated subsequent to the Council's action, they learned that the real estate taxes for the HOPE Ministries Center had been paid by the property owner. She noted that as such, the HOPE Ministries Center withdrew their request for the donation of funds. Vice-Mayor King pointed out that a representative of the HOPE Ministries Center noted their request had been made to the Town prior to being aware that the property owner had paid the real estate taxes. She advised that the representative did note, however, that they would make a similar request for donations next year. Vice-Mayor King stated, therefore, the action the Council took last week to make these two donations will now be amended to make only the donation to the Agape Food Pantry. Mayor Crewe stated that unless a member of Council has some objection or comments, the correction to the Council action will be made to reflect that the Council will only make the one donation to the Agape Food Pantry.

Vice-Mayor King also reported that the Town's staff will commence shortly, the preparation of the budgetary information to be used in the development of the fiscal year 2004-2005 budget. She remarked that thereafter, the Council will be in a position to start its review process of the funding requested by the various departments. Vice-Mayor King stated the Committee would propose the following schedule for review and adoption of the budget. She advised that the Committee would suggest that the Council have budget work sessions following the regular Council meetings on April 12 and April 26. Vice-Mayor King noted the budget could be considered on first reading on May 10, with the second reading and the public hearing scheduled for May 24. She stated the final reading and adoption of the budget would be scheduled for June 14. Vice-Mayor King explained in the event there were questions or problems with the budget, there would be an opportunity for revisions at the meeting on June 28. She noted that between now and the budget work sessions, both Committees of the Council will hear updates and review the various department budgets. Vice-Mayor King stated if this timetable is acceptable to the Council, the Committee will implement this schedule. Mayor Crewe noted he believes this schedule was acceptable when they talked about it, and the

Council will utilize the budget schedule. A copy of the Budget and Finance Committee report is attached and made part of these minutes. ([Attachment](#)).

RE: PUBLIC WORKS COMMITTEE REPORT

Councilman Crockett, reporting for the Public Works Committee, stated that the New River Regional Water Authority met last week and continued the review of preliminary engineering data that has been assembled on creation of a regional water system. He noted that as the Council knows, the regional water system is a collaborative effort among Carroll County, Wythe County, and the Town of Wytheville, and there will be a need for the installation of transmission mains and the construction of a new water treatment facility on New River. Councilman Crockett advised that the Summary Engineering Report prepared by Peed & Bortz tabulates a number of other engineering studies to a single report. He stated the purpose of summarizing all of these engineering documents into a single report is to give state and federal funding agencies the opportunity to review the planned regional project in an overall fashion. Councilman Crockett noted it is anticipated that representatives from the Authority will meet with various state and federal agencies in the next couple of weeks in Richmond to discuss funding opportunities. He indicated that at the meeting last week, each participating governing body was asked to take some action to show its support for the continued progress on the creation of a regional water system. Councilman Crockett indicated that the Committee has enclosed, under the Ordinances/Resolutions section of the agenda, a resolution that sets forth the Town's endorsement and support of this future project. He stated it would be the recommendation of the Public Works Committee that when this resolution is considered, the Council adopt it and forward it to the New River Regional Water Authority.

Councilman Crockett also reported that both the Public Works Committee and the Budget and Finance Committee have discussed alternatives that may be beneficial to the request made by Mr. Richard Herring to relax two-hour parking restrictions on Main Street. He noted that upon reviewing the businesses in the downtown area, it is easy to determine that the two-hour parking restriction is helpful to some businesses, while not helpful to other businesses. Councilman Crockett advised that the Committee also noted there continue to be owners and employees of businesses in the downtown area that park along Main Street. He stated in an effort to enforce parking regulations, the Town has employed a full-time parking enforcement officer. Councilman Crockett noted having said that, the Committee does think there are certain revisions that may be beneficial to the downtown area. He pointed out that first, the Committee does not see any particular problems, upon giving proper notice, in relaxation of the parking restrictions between 2:00 a.m. and 6:00 a.m. for those late-night events that occur at the Millwald Theatre or other downtown businesses. Councilman Crockett stated, likewise, the Committee sees that some relaxation of parking enforcement on Saturdays may be of benefit to the Millwald, particularly since a number of businesses in the downtown area are closed on Saturday afternoons. He indicated that the Town did receive a letter from Mr. Doug Goins noting that enforcement of parking in the downtown area was very important to his and other businesses along Main Street. Councilman Crockett advised that Mr. Goins suggested the enforcement of parking be relaxed after 2 p.m. on Saturday afternoon. He stated that originally, the Committee had considered changing the regulations in the downtown area and not restricting parking on Saturdays. He stated Mr. Goins does raise a good point in that any matinee that would occur on Saturday afternoon would not be ticketed by the parking control officer. Councilman Crockett advised that the Committee thinks Mr. Goins' point is well taken and would suggest that the Town have an experimental period where there is no parking enforcement on Main Street after 2:00 p.m. on Saturday afternoons. He stated that also, the Committee would note they have accommodated many businesses in the downtown area through the years for special events. Councilman Crockett remarked that similarly, if Mr. Herring were to have a special event, and if the Town was given sufficient notice, the Council would probably be inclined to take a special action for the special event. He stated if the Council agrees with this approach, the Committee will ask the Police Department to stop parking enforcement on Main Street after 2:00 p.m. on Saturdays. Mayor Crewe advised that his understanding is when the Budget and Finance Committee discussed it, this was agreeable with them. He stated that Council agrees with this recommendation, and they will ask the Police Department to stop parking enforcement on Main Street after 2:00 p.m. on Saturdays. Councilman Jones noted there was a letter to the editor along with Mr. Goins' letter, and noted he thinks it was in the Thursday newspaper, and he thinks the letter had a couple of errors in it. Mayor Crewe stated the lady who wrote the letter had some facts wrong or misinterpreted some facts. Councilman Jones continued that first, she stated that Council had "bent over backwards" to help the new theater come to town. He noted he did not think that is correct. Councilman Jones advised that the Planning Commission recommended the lowering of the number of parking spaces required for each seat in the theater, however, the Council did not approve that, and the number of required spaces remained the same. He pointed out that the sad part about this was it turned out the theater had plenty of parking spaces, but it took out some islands and

trees. Councilman Jones remarked that the second thing is he did not think Mr. Herring came with the request to actually do away with parking enforcement, but he just wanted some special exceptions with respect to some of his movies. He indicated he thinks this is important because he thinks all of the Council would like to see the Millwald Theatre be viable for many years, but the Council was not encouraging the other theater to come, but the other theater has a right to construct in Wytheville. Mayor Crewe thanked Councilman Jones for his comments and advised that they are well taken. A copy of the Public Works Committee report is attached and made part of these minutes. ([Attachment](#)).

RE: ORDINANCE NO. 1166 – PLANNED UNIT DEVELOPMENT ORDINANCE

Mayor Crewe presented Ordinance No. 1166, an ordinance amending and reenacting Ordinance No. 640, the Town of Wytheville Zoning Ordinance, Section XIX, Planned Unit Development, Subsections 19-5 and 19-15.1, on first reading. He noted this ordinance would amend the Planned Unit Development portion of the Zoning Ordinance. Mayor Crewe reminded the Council that they had some questions about this ordinance at the last meeting regarding some wording. He stated although Town Attorney Kaase is not attending this meeting, it is his understanding that Mr. Kaase reported he did not see any changes that were necessary in the ordinance. Town Manager Sutherland stated that is correct, and Town Attorney Kaase indicated that he is comfortable with the language as it is stated in the ordinance, and he did not see any need for an amendment. Councilman Crockett indicated that he still has the same comments or questions he had at the last meeting. He noted in the minutes, they refer to two areas, one resting with the wording “interest in the association” or “ownership in the association.” He pointed out that this may be somewhat of a minor point, but advised he still feels this ordinance does not address subsequent ownership quite as definitively as it should. Councilman Crockett noted that this may be implied, and stated that, certainly, he would suppose it is, and maybe from a legal sense, there would not be any question. He reiterated he still feels that the Council should have some type of statement that states any subsequent owner prior to the completion of the subdivision should have the security bond. Mayor Crewe indicated that he wants to make sure the Council has the Robert’s Rules of Order correct. He explained that this ordinance was presented at the last meeting on the recommendation from the Budget and Finance Committee that the Council adopt Ordinance No. 1166, and that was tabled. Mayor Crewe indicated that the position of it now, and his ruling as the chair, is the ordinance is back before the Council on the recommendation from the Budget and Finance Committee which does not require a second so that Ordinance No. 1166 is properly on the table for discussion at the moment, and indicated that Councilman Crockett’s comments are germane to that. Mayor Crewe inquired if any other member of Council has any discussion or comments about the wording of the ordinance. Councilman Jones stated he would recommend that the ordinance be adopted on first reading so the Council will have two more times to discuss the ordinance in case the Council can come up with wording that will do the same thing. He pointed out he is not doubting Town Attorney Kaase’s word. Mayor Crewe indicated that the position of the ordinance now is the ordinance is before the Council on first reading, and not first and final reading. A motion was made by Councilman Jones and seconded by Vice-Mayor King to adopt Ordinance No. 1166, an ordinance amending and reenacting Ordinance No. 640, the Town of Wytheville Zoning Ordinance, Section XIX, Planned Unit Development, Subsections 19-5 and 19-15.1, on first reading. Mayor Crewe advised this is the position that the Council is in that the ordinance is before them on first reading, and not to suspend the rules and adopt it on first and final reading, but to go through the three readings. Mayor Crewe inquired if there is any discussion on the motion. Councilman Crockett stated he would concur with Councilman Jones to go through three readings on the ordinance, and noted he feels strongly that the Council needs to have some different words there in the ordinance, also. He advised he has one other question and it is at the top of the ordinance, and the date is listed as the 12th day of January 2004. Councilman Crockett inquired if in the case of three readings, if this date will be changed to the final reading date. Mayor Crewe stated the date the ordinance is adopted would be that date. Town Clerk Hackler stated this is the first time the Council has considered the ordinance, and, therefore, Town staff changed the date on the ordinance to January 26, and the current copy in the Council’s notebook is the ordinance that was placed in the Council’s notebook from the last meeting with the January 12 date. Town Clerk Hackler reiterated that the actual date on the ordinance to be filed in the ordinance book states January 26, 2004. Mayor Crewe stated in other words, at the meeting when the Council actually hears the ordinance would be the date on the ordinance, and since it is at this meeting, it would be the first reading. He advised if the ordinance goes through three more readings and is adopted on the third reading from this meeting, the ordinance would still show this meeting’s date because the process was started at this meeting. He stated the ordinance would show the date of January 26 and not January 12. Councilman Crockett reiterated that he would concur that the Council consider the ordinance only on first reading at this meeting. Mayor Crewe inquired if there is any other discussion. There being none, the motion was approved with the following voting in favor and there being no opposition:

FOR: Trenton G. Crewe, Jr., Jacqueline K. King, John W. Jones, Jr., Charles G. Crockett

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1166 was adopted on first, but not final, reading. Mayor Crewe advised that the ordinance will be considered again at the next meeting. Councilman Jones noted that the Council has already voted, but he remarked the ordinance could state in Section 19-5 that “the developer and subsequent developers shall...” He pointed out that the same wording could be placed in Section 19-15.1 and it could state that “the developer and subsequent developers no longer have an interest in the association.” Councilman Jones advised that the wording could be changed for whatever term is necessary. He noted he realized that whomever succeeds the developer is required, based on the contract, to provide the bond, but if some wording will help Councilman Crockett feel better about it, he does not have any objections to it. Councilman Jones stated he does not know if the wording “subsequent developer” is the correct wording that needs to be used. Mayor Crewe suggested that the Council think about the wording and possibly Town Attorney Kaase can provide some help. Vice-Mayor King stated she also agrees that the wording is not very clear. Mayor Crewe pointed out that the Council is reading one section of the ordinance as opposed to the entire ordinance. He reiterated that the Council is only reviewing one section of the ordinance, but there are other sections of the ordinance that require the developer to post the bond, and those regulations would apply to subsequent developers if the development goes down the line to subsequent developers. He advised that Vice-Mayor King is correct in that this one section is only aimed at the original developer. Councilman Jones explained that it is, for example, like a VDOT contract, and if someone defaults on the contract, whoever takes over the contract is still bound by that contract once it is signed. Mayor Crewe advised that is correct, and the subsequent developer has to abide by all of the regulations as the original developer. Councilman Crockett stated he thinks the Council determined at the last meeting, which was brought in by the question, that the original bond would terminate and not be transferable to the subsequent developers or whoever may purchase an interest in the development, and he thinks this is where the question came up. Councilman Jones advised that is correct, but then the subsequent developer would have to supply a bond. Mayor Crewe stated that is correct and explained that the subsequent developer could not continue without a bond and would have to put up their own bond. Councilman Jones indicated that usually, the contractor obtains the bond from someone they deal with because he supplied them with a certified financial statement showing that he has the funds to be able to do it, or something of that nature. He noted Councilman Crockett is correct in that the bond would not transfer from one developer to the other, but the subsequent developer would have to supply the bond.

RE: RESOLUTION – NEW RIVER REGIONAL WATER AUTHORITY

Mayor Crewe stated the next agenda item is the resolution of support for the preliminary engineering study for the New River Regional Water Authority. He advised that the resolution in relevant part states the Town Council requests financial support from State and Federal funding agencies. A motion was made by Councilman Jones and seconded by Councilman Crockett to approve the resolution of support for the preliminary engineering study for the New River Regional Water Authority. Mayor Crewe inquired if there is any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Trenton G. Crewe, Jr., Jacqueline K. King, John W. Jones, Jr., Charles G. Crockett. Against: None.

RE: A-95 REVIEW – SMYTH-WYTHE AIRPORT COMMISSION

Mayor Crewe stated the next agenda item is the consideration of the A-95 Review of the Smyth-Wythe Airport Commission for the construction of the eastside apron and the update of the Airport Layout Plan. He noted the total cost is \$1,900,000 with \$1,710,000 of Federal funds, \$152,000 in State funds, and \$38,000 in local funds that would be split among the member jurisdictions. Mayor Crewe advised that all they are doing at this point is the A-95 Review, and the Airport Commission is not requesting any funding commitments. A motion was made by Vice-Mayor King and seconded by Councilman Jones to give a favorable review to an A-95 Review of the Smyth-Wythe Airport Commission for the construction of the eastside apron and the update of the Airport Layout Plan. Mayor Crewe inquired if there is any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Trenton G. Crewe, Jr., Jacqueline K. King, John W. Jones, Jr., Charles G. Crockett. Against: None.

RE: COMMUNITY DEVELOPMENT BLOCK GRANT FORMS – DAY CARE CENTER

Mayor Crewe stated the next agenda item is the adoption of various Community Development Block Grant forms associated with the day care center at the new Wytheville Community Center. He noted he believes there are six forms to be adopted, and the Council has seen these forms before with other projects. Mayor Crewe explained that the Community Development Block Grant requires these forms to be adopted by the Council for the possible \$700,000 to be received for the day care center at the Wytheville Community College property where the Town is constructing the new Community Center. He noted the Council can go through the forms individually and discuss each one, or he would entertain a motion to approve all of the documents at one time. A motion was made by Councilman Jones and seconded by Vice-Mayor King to adopt the following Community Development Block Grant forms associated with the day care center at the new Wytheville Community Center and to authorize the proper official to sign the forms: Fair Housing Resolution, Fair Housing Certification, Wytheville Non-Discrimination Policy, Wytheville Local Business and Employment Plan, Residential Anti-Displacement and Relocation Assistance Plan. Mayor Crewe inquired if there is any discussion on the motion. He noted the motion is to adopt all of these forms and authorize the proper official to sign them, and noted some of them are for him and some of them are for the Town Manager to sign. Mayor Crewe inquired if there is any further discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Trenton G. Crewe, Jr., Jacqueline K. King, John W. Jones, Jr., Charles G. Crockett. Against: None.

RE: WYTHEVILLE REDEVELOPMENT AND HOUSING AUTHORITY GRANT

Town Manager Sutherland advised the Council that the Wytheville Redevelopment and Housing Authority will be receiving a planning grant, and those funds will be used to design the new apartments on Cassell Road. He explained it will be necessary for the Council to adopt these exact same CDBG forms for this project. Mayor Crewe stated that the forms are project specific. Councilman Crockett inquired if Town Manager Sutherland attended the meeting this morning. Town Manager Sutherland advised that is correct.

RE: SNOW REMOVAL

Mayor Crewe stated he would like to thank the Public Works Department, again, for their efforts of removing the snow and cleaning the streets. He reiterated that they did a good job of removing the snow.

RE: ADJOURNMENT

Mayor Crewe noted that the Council will try to adjourn the meeting before the bad weather starts. There being no further business to be discussed, a motion was duly made, seconded, and carried to adjourn the meeting (6:35 p.m.).

Trenton G. Crewe, Jr., Mayor

Sharon P. Hackler, CMC, Clerk of Council

PUBLIC WORKS COMMITTEE REPORT

FEBRUARY 9, 2004

1. The State Division of Waste Management has mandated that all communities in Virginia will update their solid waste management programs. The reported purpose of this update is to offer each locality the opportunity to create a long-term vision for its solid waste management programs. The plan must include a considerable amount of detail and serves as a roadmap for handling solid waste into the future. It also addresses recycling efforts, points of disposal, transportation of solid waste, and a variety of other issues. The plan that we are currently utilizing was developed jointly with Wythe County. All of the communities in our region recently met at the Mount Rogers Planning District Commission office and discussed the potential for the development of a regional solid waste management plan. It appears that we can develop a plan as a region at considerably less cost than if we individually retained engineering firms to prepare these reports. We have discussed this again with Wythe County and they agree that some type of joint effort would be beneficial to everyone. Mount Rogers Planning District Commission has solicited proposals from engineering firms who are capable of preparing the report for the region. At this point, we do not know the exact expenses that will be involved in the report's preparation, but do know that it will be considerably less than if we retain an engineering firm and have our own solid waste management plan developed. As such, it is the recommendation of the Public Works Committee that we join with Wythe County and other localities within the

Mount Rogers Planning District Commission to develop a regional solid waste management plan.

2. The Virginia Department of Transportation has given notice that they will be conducting a series of meetings, called Scoping Meetings, as the kickoff to the I-81 Corridor Improvement Study now under way by the Federal Highway Administration and the Virginia Department of Transportation. According to information we have received, this study will identify deficiencies along the interstate as well as opportunities for improvements throughout the corridor in Virginia. The Virginia Department of Transportation advises that this meeting will give citizens an opportunity to make inquiries as well as offer suggestions to the Department. The Public Scoping Meeting for the Wytheville area will be held at the Ramada Inn on February 10, 2004, between the hours of 4:00 and 8:00 p.m. Certainly, we will want the Town represented at this meeting, but, also, would encourage citizens to attend and participate in this important activity.

William B. Weisiger

Charles G. Crockett

H:\COUNCIL\PWCOMMIT.RPT\2004\PWFE09.doc

[Back](#)

BUDGET AND FINANCE COMMITTEE REPORT

FEBRUARY 9, 2004

1. This week, our Committee reviewed several proposed amendments to the Town's Personnel Regulations. With two exceptions, all of the revisions proposed are merely housekeeping in nature and make the Personnel Regulations easier to use. One of the major chapters in the Personnel Regulations deals with employee safety and the safety standards under which we operate. In its current form, the section on safety standards makes references to a number of appendices at the rear of the policy. This format makes it cumbersome to easily use the policy. As such, we are proposing that these appendices not be separated from the policy, but merely incorporated into the specific section to which they relate. Also, there are several sections that have been reviewed by the Committees but not adopted with regard to hazardous materials regulations, ergonomics, and the self-inspection program, all of which are mandated to be in our safety policy. In summary, the changes we just described to the safety policy are merely to make it more readable and to insert current national standards.

There are two additional amendments that are proposed in the Personnel Ordinance. The first amendment deals with those days where there is inclement weather, and employees may potentially have trouble getting to work. Under the current policy, employees who are late for work because of weather conditions do not have to repay the missed time. We are suggesting that the policy be amended to the extent that it allows a one-hour grace period in which the employee must be at work. If the employee is tardy more than one hour, then vacation time in one-quarter day increments must be used. The second amendment is in

regard to Workers' Compensation and provides that an employee can reimburse the Town for any annual or sick leave days used as provided in the ordinance if they so desire. It also provides that time off for a Workers' Compensation claim will be charged to Family Medical Leave. If Council concurs with these amendments, we will present an ordinance to reflect these amendments at the February 23rd meeting.

2. Town Treasurer Stephens met with our Committee last week and reviewed certain taxes that need to be written off of the Town's books. State law Section 58.1-3940 requires treasurers to remove from their books certain delinquent taxes after they have been delinquent for a certain number of years. The taxes proposed to be written off are for 1983 Real Estate Taxes totaling \$58.80, for 1983 Mowing Assessments equaling \$155.00, 1998 Personal Property/Mobile Home Taxes which total \$1,295.76, and for certain Annual Maintenance Invoices between the period of 1992 and 1998 valued at \$120.50. It would be the recommendation of the Budget and Finance Committee that the Council authorize Town Treasurer Mike Stephens to take the appropriate actions to remove these delinquent taxes from his books.

Jacqueline K. King

John W. Jones, Jr.