

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL  
HELD IN THE COUNCIL CHAMBERS ON MONDAY, JULY 26, 2004, AT 7:00 P.M.**

Members present: Jacqueline K. King, John W. Jones, Jr., William B. Weisiger, H. Judson Lambert

Members absent: Trenton G. Crewe, Jr.

Others present: Town Manager C. Wayne Sutherland, Jr., Assistant Town Manager Stephen A. Moore, Town Clerk Sharon P. Hackler, Town Attorney Robert P. Kaase, Patrol Officer John Humphrey, Stephanie Porter-Nichols with Wytheville Enterprise, Agnes Eades, Richard Burriss, Phyllis Burriss

**RE: CALL TO ORDER, QUORUM, INVOCATION, PLEDGE**

In the absence of Mayor Crewe, Vice-Mayor King called the meeting to order and established that a quorum of Council members was present. The invocation was given by Councilman Weisiger followed by the Pledge of Allegiance led by Councilman Lambert.

**RE: CONSENT AGENDA**

Vice-Mayor King presented the consent agenda consisting of the minutes of the regular meeting of July 12, 2004, and the request of Crossroads Shelter, Incorporated for waiver of fees for use of the Elizabeth Brown Memorial Park on August 19, 2004, for their annual picnic. A motion was made by Councilman Jones and seconded by Councilman Weisiger to approve the consent agenda consisting of the minutes of the regular meeting of July 12, 2004, and the request of Crossroads Shelter, Incorporated for waiver of fees for use of the Elizabeth Brown Memorial Park on August 19, 2004, for their annual picnic. Vice-Mayor King 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: Jacqueline K. King, John W. Jones, Jr., William B. Weisiger, H. Judson Lambert. Against: None.

**RE: CITIZENS' PERIOD**

Vice-Mayor King stated the next agenda item is Citizens' Period. She inquired if there are persons present who wish to address the Town Council during Citizens' Period. There being none, she proceeded with the agenda.

**RE: OLD BUSINESS**

Town Manager Sutherland stated that he does not have any items of Old Business to report. Vice-Mayor King proceeded with the agenda.

**RE: BUDGET AND FINANCE COMMITTEE REPORT**

Councilman Jones, reporting for the Budget and Finance Committee, stated that later in the meeting, the Council will consider an ordinance that will amend the Town's Code regarding the taxation of cigarettes. He noted that currently, the Town Code provides that in the sale of cigarette stamps to a local dealer or vendor, the Treasurer shall allow a discount of six one-thousandths of a cent per stamp of the face value of the stamp to cover the cost incurred by the dealer in affixing the stamps to the packages of cigarettes. Councilman Jones advised that the Town recently had an inquiry from a couple of dealers requesting the Town to increase the discount to a higher level more approximating expenses incurred in affixing the stamps. He stated that the Town surveyed the surrounding communities and found that the Town of Wytheville and the Town of Blacksburg have the lowest discounts of all surrounding governments. Councilman Jones advised that the discounts of the other local governments vary significantly, but the Committee feels that a discount of three percent would be equitable to the dealers. He explained that later in the meeting, when the ordinance to amend this section of Town Code is considered, it would be the recommendation of the Budget and Finance Committee that the rules be suspended and the ordinance be adopted on first and final reading and become effective August 1, 2004.

Councilman Jones also reported that work is nearing completion on the new Regional Visitor's Center, which is located on North Tazewell Street. He stated that the new Visitor's Center is a collaborative effort between the Town of Wytheville, the United States Forest Service, and the Blue Ridge Travel Association. Councilman Jones indicated that later this fall, the Town will have a grand opening and invite the community to view this new, exciting project. He advised

that as a topic related to the opening of the Visitor's Center, the Town has been working with the Virginia Department of Transportation to put the appropriate directional signs along the interstate. He remarked that the Town and the Department of Transportation have agreed on where the signs will be located and the wording that will direct tourists to the Visitor's Center. Councilman Jones stated that the Blue Ridge Travel Association has agreed to pay the expenses associated with the erection of these directional signs. He remarked that the cost estimated by the Virginia Department of Transportation for making and installing these signs is approximately \$4,600. Councilman Jones advised that VDOT will invoice the Town of Wytheville the cost of the signs, and, subsequently, the Town will be reimbursed by the Blue Ridge Travel Association. He stated that the Committee mentions this because the outlay of \$4,600 will necessarily come from the line item within the Public Works Department's budget for signs. Councilman Jones stated that this expense was not appropriated, and reimbursement from the Travel Association should be applied to the line item for signs within the Public Works Department budget. A copy of the Budget and Finance Committee report is attached and made part of these minutes. ([Attachment](#)).

#### **RE: PUBLIC WORKS COMMITTEE REPORT**

Councilman Weisiger, reporting for the Public Works Committee, reported that recently, the Town received an inquiry from the Loretto Homeowners' Association seeking the installation of three-way stop signs at several locations within the subdivision. He stated that according to representatives from the Homeowners' Association, there is considerable speeding on the streets within the subdivision, and residents within that neighborhood would like measures taken that will slow traffic down. Councilman Weisiger stated that the Homeowners' Association is seeking installation of three-way stop signs at four locations within the subdivision. He noted that the locations for the proposed three-way stop signs are as follows: 1) Seventeenth Street and Loretto Drive, 2) Stuart Circle and Loretto Drive, 3) Lee Circle and Loretto Drive, and 4) at the first intersection on Loretto Drive north of Peppers Ferry Road where Loretto Drive begins its circular loop. Councilman Weisiger advised that the Homeowners' Association has noted that they will pay for signposts, etc., as may be needed for installation. He noted that the Committee has reviewed this request and agrees that the signs will, no doubt, slow traffic within the neighborhood. Councilman Weisiger stated that additionally, the only real traffic that will be impacted by the installation of these stop signs is that of the residents within the Loretto neighborhood. He remarked that unless the Council directs otherwise, the Committee will work with the Homeowners' Association and the Public Works Department to have these stop signs installed. Vice-Mayor King inquired if any member of Council has any problems with the Public Works Committee working with the Homeowners' Association and the Public Works Department to have the stop signs installed. There being no concerns voiced, it was the consensus of the Town Council to direct the Public Works Committee to work with the Homeowners' Association and the Public Works Department to install four-way stop signs at the following locations: 1) Seventeenth Street and Loretto Drive, 2) Stuart Circle and Loretto Drive, 3) Lee Circle and Loretto Drive, and 4) at the first intersection on Loretto Drive north of Peppers Ferry Road where Loretto Drive begins its circular loop.

Councilman Weisiger also reported that each year, the Wytheville Volunteer Fire Department has a parade to increase awareness of Fire Prevention Week. He stated that the parade consists of a large number of public safety vehicles such as fire trucks, ambulances, and police cars traversing through town. Councilman Weisiger explained that in prior years, the parade has followed the route on East Main Street from the K-Mart Shopping Plaza to Fourth Street and then to the Elizabeth Brown Park where a picnic is held. He stated that this year, the after parade dinner will be held at Spiller School, and the Volunteer Fire Department has requested that the parade route be revised. Councilman Weisiger indicated that the requested route for this year is to proceed south on Fourth Street from the Lowe's Home Center parking lot to Main Street, and then along Main Street to First Street, where they will enter the Spiller School property. He stated that the Committee does not see any problems associated with this change of route, and it would be the recommendation of the Public Works Committee that the revised parade route be approved. A motion was made by Councilman Weisiger and seconded by Councilman Lambert to approve the revised fire parade route. Vice-Mayor King 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: Jacqueline K. King, John W. Jones, Jr., William B. Weisiger, H. Judson Lambert. Against: None. ([Attachment](#)).

#### **RE: ORDINANCE NO. 1175**

Vice-Mayor King presented Ordinance No. 1175, an ordinance amending and reenacting Chapter 14, Taxation, Article IV. Cigarette Tax, Section 14-53, Preparation, Sale, Etc. of Stamps; Duties of Treasurer Generally, of the Code of the Town of Wytheville, Virginia, on first

reading. She noted this is the ordinance that was recommended by the Budget and Finance Committee, and it is the ordinance that provides a three percent discount to vendors who affix stamps to packages of cigarettes. Vice-Mayor King stated the recommendation is that the rules be suspended and the ordinance be adopted on first and final reading. A motion was made by Councilman Jones and seconded by Councilman Weisiger to suspend the rules and adopt Ordinance No. 1175, an ordinance amending and reenacting Chapter 14, Taxation, Article IV. Cigarette Tax, Section 14-53, Preparation, Sale, Etc. of Stamps; Duties of Treasurer Generally, of the Code of the Town of Wytheville, Virginia, on first and final reading. Vice-Mayor King 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: Jacqueline K. King, John W. Jones, Jr., William B. Weisiger, H. Judson Lambert

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1175 was adopted on first and final reading to become effective August 1, 2004.

#### **RE: A-95 REVIEW**

Vice-Mayor King stated the next agenda item is the consideration of an A-95 Review of the Smyth-Wythe Airport Commission for funding to construct the eastside apron and for an update of the Airport Layout Plan. She explained that funding for the project is \$626,748 of Federal funds, \$19,792 of State funds. and the local share is \$13,196, for a total project cost of \$659,736. Councilman Weisiger inquired if half of the \$13,196 will be Wythe County's portion, and a portion of that will be Wytheville's expense. Town Manager Sutherland stated that is correct. Councilman Jones noted that this amount will be divided among Wythe County, the Town of Wytheville, and the Town of Rural Retreat. Town Manager Sutherland explained that for Councilman Lambert's information, and advised that he may or may not know, anytime there is an application made for Federal funding, it goes through the A-95 Review process. He noted this process is handled by the Mount Rogers Planning District Commission. Town Manager Sutherland noted the reason they do this, and advised that Councilman Lambert can see from the information included, is that it was started many years ago to ensure that Federal funds were not causing duplicate projects and to inform other communities of projects they needed to be aware of that were going on. He explained that it is an informational document, and it is not a commitment by the Town to do anything other than for the Council to state they think it is a worthwhile project, they do not think it is a good project, or they would like more information on the project. Town Manager Sutherland reiterated that when the A-95 Reviews are received, it is a matter of information, and the Town has not made a commitment to do anything except to state the Council thinks it is or is not a worthwhile project. A motion was made by Councilman Jones and seconded by Councilman Weisiger to give a favorable review to an A-95 Review of the Smyth-Wythe Airport Commission for funding to construct the eastside apron and for an update of the Airport Layout Plan. Vice-Mayor King 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: Jacqueline K. King, John W. Jones, Jr., William B. Weisiger, H. Judson Lambert. Against: None.

#### **RE: PLANNING COMMISSION ANNUAL REPORT**

Vice-Mayor King stated the next agenda item is the consideration of the 2003-2004 Annual Report of the Wytheville Planning Commission. She noted that Councilman Jones will give a report on the activities of the Planning Commission. Councilman Jones stated that the Council has been given a copy of the Annual Report, and the Planning Commission had a busy year. He noted there were several public hearings on requests for changes in zoning and other items. Councilman Jones advised that one of the two major items is that the Planning Commission has set up a Visioning Subcommittee to look at the visioning process with respect to updating the Town's Comprehensive Plan. He noted there have been several meetings that have been held over the past several months as the Subcommittee works toward the finalization of updating the Comprehensive Plan. Councilman Jones remarked that eventually, the updated Comprehensive Plan will come to the Town Council. He noted the other major item is the request for the approval of the subdivision on West Lee Highway, known as the Deerfield Project. He explained that these were two of the items that the Planning Commission considered over the last year. Councilman Jones remarked that two new members were added, and this included Mr. Kenny Ervin and Mr. David Bush. He noted these gentlemen replaced Councilman Lambert and Mr.

William Bondurant on the Planning Commission. Vice-Mayor King thanked Councilman Jones for presenting the Planning Commission Annual Report.

**RE: EMPLOYEE PICNIC**

Vice-Mayor King stated she thinks the employee picnic was a success, and it seemed that everyone enjoyed it. She thanked the Town staff for their efforts with the picnic.

**RE: COMMITTEE MEETINGS**

Town Manager Sutherland advised that the Council Committees meetings are reversed this week. He noted that the Budget and Finance Committee will meet on Tuesday morning, July 27, and the Public Works Committee will meet on Thursday morning, July 29.

**RE: ADJOURNMENT**

There being no further business to be discussed, a motion was duly made, seconded, and carried to adjourn the meeting. (7:15 p.m.).

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Jacqueline K. King, Vice-Mayor

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Sharon P. Hackler, CMC, Clerk of Council

## **BUDGET AND FINANCE COMMITTEE REPORT**

**JULY 26, 2004**

1. Later this evening, the Council will consider an ordinance that will amend the Town's Code regarding the taxation of cigarettes. Currently, the Town Code provides that in the sale of cigarette stamps to a local dealer or vendor, the Treasurer shall allow a discount of six one-thousandths of a cent per stamp of the face value of the stamp to cover the cost incurred by the dealer in affixing the stamps to the packages of cigarettes. We recently had an inquiry from a couple of dealers requesting the Town to increase the discount to a higher level more approximating expenses incurred in affixing the stamps. We surveyed the surrounding communities and found that the Town of Wytheville and the Town of Blacksburg have the lowest discounts of all surrounding governments. The discounts of the other local governments vary significantly, but we feel that a discount of three percent would be equitable to the dealers. Later this evening, when the ordinance to amend this section of Town Code is considered, it would be the recommendation of the Budget and Finance Committee that the rules be suspended and that the ordinance be adopted on first and final reading and become effective August 1, 2004.
2. Work is nearing completion on the new Regional Visitor's Center, which is located on North Tazewell Street. The new Visitor's Center is a collaborative effort between the Town of Wytheville, the United States Forest Service, and the Blue Ridge Travel Association. Later this fall, we will have a grand opening and invite the community to view this new, exciting project. As a topic related to the opening of the Visitor's

Center, we have been working with the Virginia Department of Transportation to put the appropriate direction signs along the interstate. We and the Department of Transportation have agreed on where the signs will be located and the wording that will direct tourists to the Visitor's Center. The Blue Ridge Travel Association has agreed to pay the expenses associated with the erection of these directional signs. The cost estimated by the Virginia Department of Transportation for making and installing these signs is approximately \$4,600. VDOT will invoice the Town of Wytheville the cost of the signs, and, subsequently, we will be reimbursed by the Blue Ridge Travel Association. We mention this because the outlay of \$4,600 will necessarily come from the line item within the Public Works Department's budget for signs. This expense was not appropriated, and reimbursement from the Travel Association should be applied to the line item for signs within the Public Works Department budget.

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Jacqueline K. King

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John W. Jones, Jr.

## **PUBLIC WORKS COMMITTEE REPORT**

**JULY 26, 2004**

1. Recently, we received an inquiry from the Loretto Homeowners' Association seeking the installation of three-way stop signs at several locations within the subdivision. According to representatives from the Homeowners' Association, there is considerable speeding on the streets within the subdivision, and residents within that neighborhood would like measures taken that will slow traffic down. The Homeowners' Association is seeking installation of three-way stop signs at four locations within the subdivision. The locations for the proposed three-way stop signs are as follows: 1) Seventeenth Street and Loretto Drive, 2) Stuart Circle and Loretto Drive, 3) Lee Circle and Loretto Drive, and 4) at the first intersection on Loretto Drive north of Peppers Ferry Road where Loretto Drive begins its circular loop. The Homeowners' Association has noted that they will pay for signposts, etc., as may be needed for installation.

Our Committee has reviewed this request and agrees that the signs will, no doubt, slow traffic within the neighborhood. Additionally, the only real traffic that will be impacted by the installation of these stop signs is that of the residents within the Loretto neighborhood. Unless the Council directs otherwise, we will work with the Homeowners' Association and the Town's Public Works Department to have these stop signs installed.

2. Each year, the Wytheville Volunteer Fire Department has a parade to increase

awareness of Fire Prevention Week. The parade consists of a large number of public safety vehicles such as fire trucks, ambulances, and police cars traversing through town. In prior years, the parade has followed the route on East Main Street from the K-Mart Shopping Plaza to Fourth Street and then to the Elizabeth Brown Park where a picnic is held. This year, the after parade dinner will be held at Spiller School, and the Volunteer Fire Department has requested that the parade route be revised. The requested route for this year is to proceed south on Fourth Street from the Lowe's Home Center parking lot to Main Street, and then along Main Street to First Street, where they will enter the Spiller School property. We do not see any problems associated with this change of route, and it would be the recommendation of the Public Works Committee that the revised parade route be approved.

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William B. Weisiger

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H. Judson Lambert