

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL  
HELD IN THE COUNCIL CHAMBERS ON MONDAY, JULY 14, 2008, AT 7:00 P.M.**

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

Members absent: None

Others present: Town Manager C. Wayne Sutherland, Jr., Town Clerk Sharon P. Hackler, Town Treasurer Michael G. Stephens, Town Attorney Robert P. Kaase, Police Officers John Claypool and Chris Irvin, Agnes Eades, Ian Gaudy

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

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

**RE: REORGANIZATION OF COUNCIL**

Mayor Crewe stated that on May 6, 2008, there was an election, and Vice-Mayor King and Councilman Lambert were re-elected to the Council at that time. He noted that according to State law, the Council must reorganize itself after the election. Mayor Crewe explained that the Council will need to elect a Vice-Mayor and appoint a Town Manager, Town Clerk, Town Treasurer, and Town Attorney, and reorganize the Committees. He inquired if there is a motion for the election of the Vice-Mayor. A motion was made by Councilman Jones and seconded by Councilman Weisiger to elect Jacqueline K. King as Vice-Mayor. Mayor Crewe inquired if there are any other nominations. There being none, he moved that the nominations be closed, and noted that the Council will elect a Vice-Mayor by acclamation. 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., William B. Weisiger, H. Judson Lambert. Against: None.

Mayor Crewe stated the next item is the reappointment or the appointment of the Town Manager, Town Clerk, Town Treasurer, and Town Attorney. He noted the Council can appoint all of these positions at one time or separately. A motion was made by Councilman Jones and seconded by Vice-Mayor King to reappoint C. Wayne Sutherland, Jr. as the Town Manager, Sharon P. Hackler as the Town Clerk, Michael G. Stephens as the Town Treasurer, and Robert P. Kaase as the Town Attorney. 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., William B. Weisiger, H. Judson Lambert. Against: None. Mayor Crewe noted that all of these positions have been reappointed, and he thanked the Town staff for their efforts.

Mayor Crewe advised that the next item is to appoint the Budget and Finance Committee and the Public Works Committee members. It was the consensus of the Council to reappoint Vice-Mayor King and Councilman Jones as members of the Budget and Finance Committee and to appoint Councilmen Weisiger and Lambert as members of the Public Works Committee.

Mayor Crewe explained that there are several other appointments the Council needs to make. A motion was made by Councilman Weisiger and seconded by Councilman Jones to reappoint Councilman Jones to the Planning Commission, to reappoint Vice-Mayor King to the Recreation

Commission and to the Wall of Honor Committee, to reappoint Councilman Lambert to the Board of Architectural Review, and to reappoint Town Manager Sutherland as the liaison to the Wytheville Redevelopment and Housing 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., William B. Weisiger, H. Judson Lambert. Against: None.

Mayor Crewe noted that the Council is now reorganized, and he thanked everyone for their willingness to serve on these boards.

### **RE: CONSENT AGENDA**

Mayor Crewe presented the consent agenda consisting of the minutes of the regular meeting of June 23, 2008. A motion was made by Councilman Lambert and seconded by Councilman Jones to approve the consent agenda consisting of the minutes of the regular meeting of June 23, 2008. 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., William B. Weisiger, H. Judson Lambert. Against: None.

### **RE: CITIZENS' PERIOD**

Mayor Crewe stated the next agenda item is Citizens' Period. He thanked Ms. Agnes Eades for attending the meeting and for bringing someone with her. Mayor Crewe noted if Ms. Eades would like to address the Council, they would be glad to hear from her, but if she did not want to address the Council, that is acceptable, too. He stated he assumed that Town Treasurer Stephens did not want to address the Council, but they would be glad to hear from him as well. There being no one who desired to address the Town Council during Citizens' Period, he proceeded with the agenda.

### **RE: OLD BUSINESS**

Under Old Business, Town Manager Sutherland reported the following:

1. Both Council Committees will meet on their regular days and times this week.
2. The New River Regional Water Authority will meet on Thursday morning at 9:00 a.m. in the Town Council Chambers.

### **RE: BUDGET AND FINANCE COMMITTEE REPORT**

Councilman Jones, reporting for the Budget and Finance Committee, reported that each year, the Virginia Municipal League compiles a listing of revisions to law that was implemented in the most recent session of the General Assembly. He stated the list compiled by the Virginia Municipal League is divided into two categories, one being revisions to law that are required to be adopted by localities into their own codes and, also, a listing of revisions to law that are at the localities' discretion. Councilman Jones advised that at their past meeting, the Committee reviewed the required changes in an overview fashion, but in the next few weeks will concentrate on amendments that are required. He stated there is no action required of the Council at this time, but the Committee did want to make everyone aware that there will be a

series of ordinances presented in the near future that will revise the Town Code to reflect current State law.

Councilman Jones also reported that a number of years ago, the Town entered into an agreement with Mr. and Mrs. Cecil Jackson to preserve and, ultimately, acquire all the property known as the Jackson Homestead Property. He stated the purpose of the agreement was to provide a long-term historical facility depicting life in Southwest Virginia. Councilman Jones explained that over the past few years, many historical improvements have been made to the property and, no doubt, there are other programs and improvements that will need to be implemented. He stated that as such, the Committee thinks it is timely to develop a master plan for this property. Councilman Jones indicated that the master plan will guide the Town into the future to assure that the direction that was originally envisioned will be followed in the future. He noted that as such, it is the recommendation of the Committee that the Council direct the Department of Museums to coordinate with Mr. and Mrs. Jackson, the Homestead Advisory Board and the Council in developing a master plan for this property and to provide the Council with periodic updates on the progress being made in the development of this document. Mayor Crewe remarked that having been involved in this process and having been scheduled to meet with the Heritage Board tomorrow afternoon, his preference and suggestion would be that he take this as a motion from the Committee so it is a little more formal. A motion was made by Councilman Jones and seconded by Vice-Mayor King to direct the Department of Museums to coordinate with Mr. and Mrs. Jackson, the Homestead Advisory Board and the Council in developing a master plan for this property and to provide the Council with periodic updates on the progress being made in the development of this document. Mayor Crewe advised that there is a motion on the floor to develop the master plan in conjunction with the Jacksons and the Heritage Advisory Board and update the Council as progress moves along. He 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., William B. Weisiger, H. Judson Lambert. Against: None. Mayor Crewe indicated that he will report back to the Council how the meeting goes tomorrow and what was able to be accomplished as they move forward with this effort. 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 several weeks ago, the Council approved an action to have two stormwater detention ponds in the Meadows of Pine Ridge conveyed to the Town. He stated this conveyance was to be contingent upon an inspection of the ponds. Councilman Weisiger indicated that the Town's Engineering Department has inspected the ponds and has found the only maintenance activity that needs to be performed is the removal of certain trees and brush and the removal of sediment from drainpipes and risers. He noted that the Town has given notice to the developers of Meadows of Pine Ridge of the needed maintenance activities prior to the Town's acceptance of the property. Councilman Weisiger stated that assuming this work is performed in a workmanlike manner, the Council will proceed with having the property conveyed to the Town. Mayor Crewe indicated that the Council will wait for the work to be completed, and then the Council will proceed from there. He stated if anyone has any problems to please voice them now. Mayor Crewe advised that hearing no problems, the Council will continue to proceed in this matter.

Councilman Weisiger also reported that for many years, the Town has accepted applications to issue permits to hunt on Town owned land on Sand Mountain. He stated that in the past, the Town has issued forty permits which are randomly selected from the pool of applications that

are received. He stated the Committee thinks this and all other rules that have been applicable in the past years are still valid. Councilman Weisiger noted it would be the recommendation of the Public Works Committee that the Council proceed with giving public notice of the application process and that the Town operate this program under the same guidelines that they have in previous years. A motion was made by Councilman Weisiger and seconded by Councilman Lambert that the Council proceed with giving public notice of the hunting application process for permits to hunt on Town owned land on Sand Mountain and that the Town operate this program under the same guidelines that they have in previous years. Mayor Crewe inquired if there is any discussion or comments 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., William B. Weisiger, H. Judson Lambert. Against: None. A copy of the Public Works Committee report is attached and made part of these minutes. ([Attachment](#)).

**RE: TIMELINE FOR SUBMITTAL OF APPLICATIONS TO THE BOARD OF ARCHITECTURAL REVIEW**

Mayor Crewe stated the next agenda item is to consider the recommendation of the Planning Commission regarding revisions to Article XI-A, Business District B-2 DT, General Business District – Downtown, Section 11-10A, Procedure for Meetings, of the Town of Wytheville Zoning Ordinance regarding the timeline for submittal of applications to be considered by the Board of Architectural Review. He noted there are a number of changes that need to be made, which are kind of housekeeping in nature, but the Council will need to hold a public hearing to consider these revisions. Mayor Crewe indicated that the public hearing could be held at the August 11 meeting at 7:00 p.m. and can still meet the necessary advertising guidelines. He inquired if any member of Council has any problems with holding the public hearing at the August 11 meeting. Councilman Jones advised that there are no problems with holding the public hearing at that time. It was the consensus of the Town Council to set a public hearing for the August 11, 2008, meeting to consider the recommendation of the Planning Commission regarding revisions to Article XI-A, Business District B-2 DT, General Business District – Downtown, Section 11-10A, Procedure for Meetings, of the Town of Wytheville Zoning Ordinance regarding the timeline for submittal of applications to be considered by the Board of Architectural Review. Mayor Crewe indicated that the public hearing will be advertised for the August 11, 2008, meeting.

**RE: ADJOURNMENT**

There being no further business to be discussed, a motion was duly made, seconded, and carried to adjourn the meeting (7:20 p.m.).

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Trenton G. Crewe, Jr., Mayor

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Sharon P. Hackler, MMC, Clerk of Council

## **BUDGET AND FINANCE COMMITTEE REPORT**

**JULY 14, 2008**

1. Each year, the Virginia Municipal League compiles a listing of revisions to law that was implemented in the most recent session of the General Assembly. The list compiled by the Virginia Municipal League is divided into two categories, one being revisions to law that are required to be adopted by localities into their own codes and, also, a listing of revisions to law that are at the localities discretion. At our past meeting, our Committee reviewed the required changes in an overview fashion, but in the next few weeks will concentrate on amendments that are required. There is no action required of the Council at this time, but we did want to make everyone aware that there will be a series of ordinances presented in the near future that will revise the Town Code to reflect current State Law.
2. A number of years ago, the Town entered into an agreement with Mr. and Mrs. Cecil Jackson to preserve and, ultimately, acquire all of the property known as the Jackson Homestead Property. The purpose of our agreement was to provide a long-term historical facility depicting life in Southwest Virginia. Over the past few years, many historical improvements have been made to the property and, no doubt, there are other programs and improvements that will need to be implemented. As such, we think it is timely to develop a master plan for this property. The master plan will guide us into the future to assure that the direction that was originally envisioned will be followed in the future. As such, it is the recommendation of our Committee that we direct the Department of Museums to

coordinate with Mr. and Mrs. Jackson, the Homestead Advisory Board and the Council in developing a master plan for this property and to provide the Council with periodic updates on the progress being made in the development of this document.

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Jacqueline K. King

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John W. Jones, Jr.

## **PUBLIC WORKS COMMITTEE REPORT**

**JULY 14, 2008**

1. Several weeks ago, the Council approved an action to have two stormwater detention ponds in the Meadows of Pine Ridge conveyed to the Town. This conveyance was to be contingent upon an inspection of the ponds. The Town's Engineering Department has inspected the ponds and has found that the only maintenance activity that needs to be performed is the removal of certain trees and brush and the removal of sediment from drainpipes and risers. We have given notice to the developers of Meadows of Pine Ridge of the needed maintenance activities prior to our acceptance of the property. Assuming that this work is performed in a workmanlike manner, we will proceed with having the property conveyed to the Town.
2. For many years, the Town has accepted applications to issue permits to hunt on Town owned land on Sand Mountain. In the past, we have issued forty permits which are randomly selected from the pool of applications that are received. We think this and all other rules that have been applicable in past years are still valid. It would be the recommendation of the Public Works Committee that we proceed with giving public notice of the application process and that we operate this program under the same guidelines that we have in previous years.

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William B. Weisiger

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H. Judson Lambert

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