

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, JULY 12, 2010, AT 7:00 P.M.**

Members present: Trenton G. Crewe, Jr., Jacqueline K. King, H. Judson Lambert, Jack W. Hunley, Thomas F. Hundley

Members absent: None

Others present: Town Manager C. Wayne Sutherland, Jr., Assistant Town Manager Stephen A. Moore, Town Clerk Sharon P. Hackler, Town Treasurer Michael G. Stephens, Lieutenant Joel L. Hash, Police Officer Chris Irvin, Wayne Quesenberry with *Wytheville Enterprise*, Becky Grubb

RE: CALL TO ORDER, QUORUM, 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 Lambert.

RE: REORGANIZATION OF COUNCIL

Mayor Crewe stated that he would officially like to welcome Mr. Hunley and Mr. Hundley to the Council, and since the last election, they have now been sworn in and are properly elected, qualified, and now properly seated as members of the Town Council. Mayor Crewe advised that the Council is glad to have them. He stated that because of the election, the Council must be reorganized. He noted that there are two standing Committees and noted his understanding is that the Mayor can appoint those two Committees, and after having discussed it with everybody, his inclination would be to appoint Mr. Hunley to the Budget and Finance Committee and Mr. Hundley to the Public Works Committee. Mayor Crewe advised that is why they are seated on those sides. He advised that Mrs. King and Mr. Lambert are seated where they have been with Mrs. King on the Budget and Finance Committee and Mr. Lambert on the Public Works Committee. Mayor Crewe inquired if anyone has a problem or disagrees with this arrangement. The members of Council noted that they had no objections to this arrangement. Mayor Crewe noted that the Committees will, then, be so appointed, and the Budget and Finance Committee will consist of Mrs. King and Mr. Hunley, and the Public Works Committee will consist of Mr. Lambert and Mr. Hundley.

Mayor Crewe advised that the next order of business would be to elect a Vice-Mayor. He noted he would entertain the nomination for a Vice-Mayor. Councilman Hundley advised he would nominate Jacqueline King for Vice-Mayor. Councilman Hunley noted he would second the motion to nominate Jacqueline King for Vice-Mayor. Mayor Crewe inquired if there is any discussion on the motion to reelect Mrs. King as Vice-Mayor. There being none, he called for a vote, and the motion was approved with the following voting in favor and there being no opposition: For: Trenton G. Crewe, Jr., H. Judson Lambert, Jack W. Hunley, Thomas F. Hundley. Against: None. Abstentions: Jacqueline K. King.

Mayor Crewe noted that the next item would be to reappoint or appoint a Town Manager, a Clerk of Council, a Town Treasurer and a Town Attorney. He noted the Council can appoint all of these positions at one time or separately. A motion was made by Vice-Mayor King and seconded by Councilman Hunley 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 to reappoint. 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, H. Judson Lambert, Jack W. Hunley, Thomas F. Hundley. Against: None. Mayor Crewe noted that all of these positions have been reappointed. Town Manager Sutherland thanked the Town Council. Mayor Crewe thanked the Town staff for their efforts. Vice-Mayor King noted that includes Assistant Town Manager Moore.

Mayor Crewe advised there are several other appointments the Council needs to make. He stated for the District Three Governmental Cooperative, Councilman Lambert is currently serving as the alternate. Mayor Crewe noted he has been discussing with everyone who was where, what board or committee met at what time, and who had to be at work when. He stated that Mr. Bill Weisiger, obviously, was on the District Three Governmental Cooperative, but is no longer a member of Council and cannot serve, so someone else will need to be appointed to District Three. Mayor Crewe noted in the discussions he had, that worked better with Councilman Hundley's schedule than it did with Councilman Hunley's schedule. Mayor Crewe advised he would go through all the appointments for the Council's consideration and do all of them at the same time. He stated that if anyone has an objection while he is going through it, that member should speak up. He stated if Councilman Lambert is willing to serve as

alternate, and he understood that Councilman Lambert is willing to do so, he would then suggest Councilman Hundley to take Bill Weisiger's place on District Three. Mayor Crewe noted on the Board of Architectural Review, Councilman Lambert is the current Council liaison, and if the Council needs an alternate to that, it has a meeting schedule that works better with Councilman Hunley as the alternate. Mayor Crewe stated that for Wall of Honor, there has been no alternate, and Vice-Mayor King is willing to continue to serve on that. He stated Vice-Mayor King is, likewise, willing to continue on the Recreation Commission. He noted on the New River Regional Water Authority, the Council had Bill Weisiger as the Town's member, so an appointment will be required for that, and that would work better with Councilman Hundley's schedule than with Councilman Hunley's schedule. Mayor Crewe stated that Bill Weisiger was the liaison to the Homestead Museum Advisory Board, so the Council needs a replacement, and the Board's meeting time works better with Councilman Hunley's schedule. Mayor Crewe advised that Town Manager Sutherland has been the liaison to the Redevelopment and Housing Authority, and because Councilman Hundley has been serving on that and is willing to continue to serve, the Council would appoint Councilman Hundley to the Housing Authority. Mayor Crewe advised that for the Consolidated Water Study with Wythe County, the Council has Councilman Lambert as the current member. Mayor Crewe noted he does not know if the Council wants to appoint an alternate, but the discussion was that this fits better in Councilman Hunley's schedule as an alternate, but that is up to the Council members. Mayor Crewe noted that, technically, this is not before the Council because the terms have not expired, but on the Joint Industrial Development Authority, the Town has members who are appointed by Council, but are not Council members, so no reappointment or change is required. He stated on the Crossroads Regional Industrial Facility Authority, he and Town Manager Sutherland remain as the appointees, and the terms are not expired, but the Council can replace them. He noted if he remembers correctly, there must be one elected official on that Authority. Town Manager Sutherland advised that is correct. Mayor Crewe noted the others do not have to have an elected official. Mayor Crewe noted he has gone through the list quickly and inquired if he has stated anything that is not agreeable or convenient to schedules. Councilman Hunley stated he would make sure he understands correctly concerning the Consolidated Water Study, and Councilman Lambert will remain on that, and he would be an alternate. Mayor Crewe advised that was his suggestion. Councilman Hunley stated that Councilman Hundley will take the place of Town Manager Sutherland on the Housing Authority. Mayor Crewe advised that is correct and inquired if this is all workable, and this was acknowledged by the members of Council. He stated, then what he thinks he is hearing is that, by consensus, the Council would then, by Council appointment, appoint Councilman Hundley to the District Three Governmental Cooperative and continue Councilman Lambert as alternate, continue Councilman Lambert as the member to the Board of Architectural Review and add Councilman Hunley as an alternate, keep Vice-Mayor King as the Council representative on the Wall of Honor and the Recreation Commission, appoint Councilman Hundley to the New River Regional Water Authority, appoint Councilman Hunley to the Homestead Museum Advisory Board, replace Town Manager Sutherland with Councilman Hundley on the Wytheville Redevelopment and Housing Authority, continue Councilman Lambert on the Consolidated Water Study and name Councilman Hunley as alternate. Mayor Crewe inquired if he has missed anything. There being no corrections or additions, he noted that by consensus the appointments would be so ordered.

RE: CONSENT AGENDA

Mayor Crewe presented the consent agenda consisting of the minutes of the regular meeting of June 28, 2010, and the request of the March of Dimes for waiver of fee for use of Withers Park on October 2, 2010, for a fundraiser. A motion was made by Vice-Mayor King and seconded by Councilman Lambert to approve the consent agenda consisting of the minutes of the regular meeting of June 28, 2010, as presented and the request of the March of Dimes for waiver of fee for use of Withers Park on October 2, 2010, for a fundraiser. 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, H. Judson Lambert, Jack W. Hunley, Thomas F. Hundley. Against: None.

RE: CITIZENS' PERIOD

Mayor Crewe stated the next agenda item is Citizens' Period and noted no one has signed up to speak, but the Council is glad to have everyone and appreciates their attendance at the meeting.

RE: OLD BUSINESS

Under Old Business, Town Manager Sutherland reported the following:

1. Both Committees will meet on their regular day and time this week.

RE: BUDGET AND FINANCE COMMITTEE REPORT

Vice-Mayor King, reporting for the Budget and Finance Committee, advised that the Town solicited proposals from insurance companies to provide property and liability insurance coverage. She stated as the result of the Town's solicitation, two carriers submitted proposals. She explained that one proposal was received from the Lester Insurance Company, and the second proposal was received from the Virginia Municipal Liability Pool Division of the Municipal League Insurance Programs. Vice-Mayor King advised that the proposals provided coverage for property, inland marine, crime, general liability, law enforcement activity liability, public officials and management liability, auto, and excess liability. She stated the Lester proposal proposed use of the Glatfelter Public Practice, a division of Glatfelter Insurance Company, and the Virginia Municipal League's proposal is a liability pool composed of various local governments around Virginia. She advised the proposal received from the Lester Insurance Agency met or exceeded all of the Town's required specifications. Vice-Mayor King stated that the proposal received from the Virginia Municipal League met all of the Town's specifications with the exception of flood coverage on three of the Town's properties. She advised that the annual price submitted by the Lester Insurance Agency was \$99,557.00, inclusive of the flood coverage, and the total price submitted by the Virginia Municipal League was \$95,373.00, which did not include the flood coverage that has a value of \$14,693.00. Vice-Mayor King stated that after reviewing the proposals, it would be the recommendation of the Budget and Finance Committee that the Town's insurance programs be awarded to the Lester Insurance Agency for a period of one year with the option of a two-year renewal. Mayor Crewe advised that comes from the Committee as a motion with a second to award the Town's insurance program to the Lester Insurance Agency. 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, H. Judson Lambert, Jack W. Hunley, Thomas F. Hundley. Against: None.

Vice-Mayor King also reported that at the Budget and Finance Committee meeting this past week, Mr. John Benham, the Town's representative on the Smyth Wythe Airport Commission, was present to provide an overview of certain improvements that were proposed at the Mountain Empire Airport. She noted that according to Mr. Benham, there have been two long-standing projects that the Commission has sought to achieve. She stated the first would be the construction of a terminal building, and the second would be the installation of new electronic equipment used by pilots when landing their aircraft. Vice-Mayor King advised that both of these projects are eligible for both State and Federal funding, and the Airport Commission has now received approval and has bid the construction of the new airport terminal. She stated the total cost of this new building and site work will be \$879,000.00 with eighty percent of the funding for the project to be provided by the State and Federal Governments. She noted this results in a twenty percent match of local monies, which equates to \$42,998.00 to be requested for appropriation from the Town of Wytheville. She stated Mr. Benham also reported to the Committee that the Airport Commission would be contacting the other three governing bodies who are members of the Airport Commission seeking their approval for the appropriation of local funding. Vice-Mayor King reported that Mr. Benham noted that, assuming State funding was approved, that it would probably be late in 2011 before the appropriations would need to be made by the local governing bodies. She advised the Committee is going to seek additional information from the Airport Commission and also contact the County of Wythe to determine their willingness to appropriate their share of funds before making a recommendation. Vice-Mayor King advised there is no action required of the Council at this time, but the Committee anticipates that this matter will be on the agenda for Council's consideration at the July 26 meeting of Council. Mayor Crewe thanked Vice-Mayor King for her report and noted the Council would await future developments on this matter. A copy of the Budget and Finance Committee report is attached and made part of these minutes. ([Attachment](#)).

RE: PUBLIC WORKS COMMITTEE REPORT

Councilman Lambert, reporting for the Public Works Committee, reported that the Committee has received a request from the Wythe County Community Hospital to conduct the annual Christmas Parade on December 11, 2010, at 3:00 p.m. He noted that as the Council will recall, Wythe County Community Hospital also sponsored the Christmas Parade in December of 2009. He stated the original request from the hospital was that Main Street be closed at 2:15 p.m. beginning at Grayson's Restaurant along Main Street until 1st Street. He continued that the parade will proceed down Main Street to 1st Street turning left into Monroe Street and, ultimately, into the Municipal Parking Lot. Councilman Lambert advised that after many years of experience, the Town has found that there is sufficient room along Main Street to close the area between 12th Street and 20th Street for lining up the parade. He explained that by closing Main Street at 20th Street, it provides an alternative route for traffic coming into town along Grayson Road to go alternative routes. Councilman Lambert noted the Town appreciates

that the parade permit be approved with the exception that the staging area would be between 12th Street and 20th Street along Main Street. Mayor Crewe stated that this, likewise, comes from the Public Works Committee as a motion with a second that the Council grant the parade permit but reduce the staging area from their request to between 12th Street and 20th Street along Main Street. 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, H. Judson Lambert, Jack W. Hunley, Thomas F. Hundley. Against: None.

Councilman Lambert also reported that the Public Works Committee has received a number of inquiries concerning speeding in residential areas. He noted that as the Council will recall, at the last meeting, the Council heard two citizens concerned with speeding on West Madison Street in the vicinity of 4½ Street. He stated that, additionally, the Committee has received complaints about speeding along Atkins Mill Road as well as Mountain View Drive. He advised that just recently, the Committee has received complaints about speeding on Valley Street between Tazewell Street and Fisher Road. Councilman Lambert reported that the Committee has asked the police to set up stationary or moving radar in all of these areas in an effort to reduce the speeding. He noted that also, the Committee would request the Police Department to use the electronic device known as the "Speed Spy" to determine the volume and speeds of traffic along these various streets. He stated, in addition, Committee members think it would be helpful to assemble information on the number of accidents and tickets that have been given at these identified locations. He noted that hopefully, with these efforts, the Committee will be able to increase the Town's enforcement in these areas. Councilman Lambert advised there is no action required of the Council, but the Committee did want everyone to be aware that it has received these inquiries and is taking measures to address them. Mayor Crewe thanked Councilman Lambert for his report and noted the Council will await future developments concerning the speeding in residential areas. A copy of the Public Works Committee report is attached and made part of these minutes. [Click here to view the report](#)

RE: APPOINTMENTS – WYTHEVILLE REDEVELOPMENT AND HOUSING AUTHORITY

Mayor Crewe advised the next agenda item is appointments, and the first appointment is for a Wytheville Redevelopment and Housing Authority position. He explained that Mr. Tommy Hundley resigned from the Housing Authority as an appointed member, and the Council has reappointed him as the Council liaison, so he will continue to serve but not as an appointed member. Mayor Crewe noted that leaves the unexpired term formerly occupied by Councilman Hundley with an expiration date of September 8, 2012. He stated the Council will find an application to serve on the Housing Authority in the meeting package from Mr. Elton Robinson. Mayor Crewe inquired if there is a motion to appoint someone at this time. Councilman Hundley moved to appoint Mr. Elton Robinson to the Housing Authority and noted that he is an excellent candidate and has experience with the Housing Authority in the past, so he thinks Mr. Robinson will do a great job. Mayor Crewe inquired if there is a second to the motion. Councilman Lambert seconded the motion to appoint Mr. Elton Robinson to the Wytheville Redevelopment and Housing Authority position. 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, H. Judson Lambert, Jack W. Hunley, Thomas F. Hundley. Against: None.

RE: APPOINTMENTS – BUILDING CODE APPEALS BOARD

Mayor Crewe advised that the next appointment to be considered is a Building Code Appeals Board appointment, and inquired if the Council recommends this appointee to the Circuit Court. It was noted that the appointment recommended to the Circuit Court is for the Board of Zoning Appeals. Mayor Crewe stated that Mr. George Zuurbier's term on the Building Code Appeals Board will expire on July 25, 2010, and noted he is eligible to serve again and has expressed his willingness to serve if the Council so desires. Mayor Crewe inquired if there is a motion in regard to the forthcoming vacancy. Councilman Hunley moved and Vice-Mayor King seconded the motion to reappoint Mr. George Zuurbier to the Building Code Appeals Board. 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, H. Judson Lambert, Jack W. Hunley, Thomas F. Hundley. Against: None.

RE: LAWSUIT BROUGHT BY THE POLICE AND FIRE DEPARTMENTS VERSUS THE TOWN OF WYTHEVILLE

Mayor Crewe inquired if there is anything else to be brought before the Council for consideration. He noted that in discussions he had this week with Town Attorney Kaase, who is not attending the meeting tonight, the Council is aware that the Town has been sued by

certain members of the Police Department, but the Town has not been served with the process. He stated the Town's insurance company has indicated they will not offer a defense, and Town Attorney Kaase has asked that the Council take some action in an open meeting to authorize him as Town Attorney to take the steps he deems necessary to protect the Town's interest in the event the lawsuit is served on the Town. He noted this could happen at any time and noted he thinks everyone is aware that Town Attorney Kaase has been in contact with another attorney who has been helping through this process. Mayor Crewe noted he thinks what Town Attorney Kaase wants is permission from Council to continue the effort to posture the Town in a position to be able to respond promptly when the suit papers are served. Vice-Mayor King made a motion to instruct Town Attorney Kaase to take the necessary actions to represent the Town. Mayor Crewe inquired if there is a second. Councilman Lambert seconded the motion to instruct Town Attorney Kaase to take the necessary actions to represent the Town. Mayor Crewe inquired if there is any discussion on the motion. He noted the Town has not been served yet but could be at any time, so the Council must be prepared to respond promptly. There being no further discussion, Mayor Crewe called for a vote, and the motion was approved with the following voting in favor and there being no opposition: For: Trenton G. Crewe, Jr., Jacqueline K. King, H. Judson Lambert, Jack W. Hunley, Thomas F. Hundley. Against: None. Mayor Crewe advised that Town Attorney Kaase is authorized to proceed.

RE: NEW POLICE OFFICERS SWORN IN

Mayor Crewe advised that he would note regarding the Police Department that today he swore in three new officers that the Town has interviewed, checked and hired, and they are all certified, qualified police officers that are now in the employ of the Town of Wytheville, and they have been employed for approximately a week. He inquired of Lieutenant Joel Hash if this is correct. Lieutenant Hash advised that is correct.

RE: ADJOURNMENT

There being no further business to be discussed, a motion was duly made, seconded, and carried to adjourn the meeting (7:21 p.m.).

Trenton G. Crewe, Jr., Mayor

Sharon P. Hackler, MMC, Clerk of Council

BUDGET AND FINANCE COMMITTEE REPORT

JULY 12, 2010

1. This spring, the Town solicited proposals from insurance companies to provide property and liability insurance coverage. As the result of our solicitation, two carriers submitted proposals. One proposal was received from the Lester Insurance Company, and the second proposal was received from the Virginia Municipal Liability Pool Division of the Municipal League Insurance Programs. The proposals provided coverage for property, inland marine, crime, general liability, law enforcement activity liability, public officials and management liability, auto, and excess liability. The Lester proposal proposed use of the Glatfelter Public Practice, a division of Glatfelter Insurance Company. The Virginia Municipal League's proposal is a liability pool composed of various local governments around Virginia. The proposal received from the Lester Insurance Agency met or exceeded all of our required specifications. The proposal received from the Virginia Municipal League met all of our specifications with the exception of flood coverage on three of the Town's properties. The annual price submitted by the Lester Insurance Agency was \$99,557.00, inclusive of the flood coverage, and the total price submitted by the Virginia Municipal League was \$95,373.00, which did not include the flood coverage that has a value of \$14,693.00. After our review, it would be the recommendation of our Committee that we award the Town's insurance programs to the Lester Insurance Agency for a period of one year with the option of a two-year renewal.

2. At our Committee meeting this past week, Mr. John Benham, the Town's representative on the Smyth Wythe Airport Commission, was present to provide an overview of certain improvements that were proposed at the Mountain Empire Airport. According to Mr. Benham, there have been two long-standing projects that the Commission has sought to achieve. The first would be the construction of a terminal building, and the second would be the installation of new electronic equipment used by pilots when landing their aircraft. Both of these projects are eligible for both State and Federal funding, and the Airport Commission has now received approval and has bid the construction of the new airport terminal. The total cost of this new building and site work will be \$879,000.00 with eighty percent of the funding for the project to be provided by the State and Federal Governments. This results in a twenty percent match of local monies, which equates to \$42,998.00 to be requested for appropriation from the Town of Wytheville. Mr. Benham also reported to the Committee that the Airport Commission would be contacting the other three governing bodies who are members of the Airport Commission seeking their approval for the appropriation of local funding. Mr. Benham noted that, assuming State funding was approved, that it would probably be late in 2011 before the appropriations would need to be made by the local governing bodies. We are going to seek additional information from the Airport Commission and also contact the County of Wythe to determine their willingness to appropriate their share of funds before making a

recommendation. There is no action required of the Council at this time, but we do anticipate that this matter will be on the agenda for Council's consideration at the July 26 meeting of Council.

Jacqueline K. King

Jack W. Hunley

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PUBLIC WORKS COMMITTEE REPORT

JULY 12, 2010

1. We have received a request from Wythe County Community Hospital to conduct the annual Christmas Parade on December 11, 2010, at 3:00 p.m. As you will recall, Wythe County Community Hospital also sponsored the Christmas Parade in December of 2009. The original request from the hospital was that Main Street be closed at 2:15 p.m. beginning at Grayson's Restaurant along Main Street until 1st Street. The parade will proceed down Main Street to 1st Street turning left into Monroe Street and, ultimately, into the Municipal Parking Lot. After many years of experience, we have found that there is sufficient room along Main Street to close the area between 12th Street and 20th Street for lining up the parade. By closing Main Street at 20th Street, it provides an alternative route for traffic coming into town along Grayson Road to go alternative routes. We appreciate Wythe County Community Hospital's efforts in conducting the parade and would recommend that the parade permit be approved with the exception that the staging area would be between 12th Street and 20th Street along Main Street.
2. Our Committee has received a number of inquiries concerning speeding in residential areas. As you will recall, at our last meeting, we had two citizens concerned with speeding on West Madison Street in the vicinity of 4½ Street. Additionally, we have received complaints about speeding along Atkins Mill Road as well as Mountain View Drive. Just recently, we have received complaints about speeding on Valley Street between Tazewell Street and Fisher Road. We have

asked the police to set up stationary or moving radar in all of these areas in an effort to reduce the speeding. Also, we would request the Police Department to use the electronic device known as the “Speed Spy” to determine the volume and speeds of traffic along these various streets. In addition, we think it would be helpful to assemble information on the number of accidents and tickets that have been given at these identified locations. Hopefully, with these efforts, we will be able to increase our enforcement in these areas. There is no action required of the Council, but we did want everyone to be aware that we received these inquiries and were taking measures to address them.

H. Judson Lambert

Thomas F. Hundley