

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, JANUARY 10, 2022, AT 7:00 P.M.**

Members present: Beth A. Taylor, Cathy D. Pattison, Holly E. Atkins, Gary L. Gillman

Members absent: Mark J. Bloomfield

Others present: Town Manager T. Brian Freeman, Town Clerk Sharon G. Corvin, Assistant Town Manager Elaine R. HOLETON, Julia Tomiak, Steve Gollhofer, Camryn Hardin, Emerson Hardin, Kaleigh Temple, Millicent Rothrock with *The Wytheville Enterprise*, Patrol Officer Kody Thomas

RE: CALL TO ORDER, QUORUM, PLEDGE

Mayor Taylor called the meeting to order and established that a quorum of Council members was present. The Pledge of Allegiance was led by Councilwoman Atkins.

RE: CONSENT AGENDA

Mayor Taylor presented the consent agenda consisting of the minutes of the regular meeting of December 13, 2021. She inquired if there was a motion to approve the consent agenda as presented or to somehow be amended. A motion was made by Councilman Gillman and seconded by Councilwoman Atkins to approve the consent agenda consisting of the minutes of the regular meeting of December 13, 2021, as presented. Mayor Taylor inquired if there was any discussion on the motion to approve the consent agenda as presented. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Cathy D. Pattison, Holly E. Atkins, Gary L. Gillman. Against: None.

RE: PUBLIC HEARING – COUNCIL MEETING TIME AMENDMENT

Mayor Taylor advised that the meeting constituted a public hearing (due notice having been given) to consider amending Chapter 2, Administration, Article II. Council, Division 1. Generally, Section 2-21. When and Where Regular Meetings Held, of the Code of the Town of Wytheville, Virginia, regarding changing the time for Wytheville Town Council meetings. She continued to explain the proposed revision to the Town Code. Mayor Taylor advised that there were no citizens attending the meeting who wished to address the Council during this public hearing, therefore, she declared the public hearing closed and proceeded with the agenda.

RE: PUBLIC HEARING – FISCAL YEAR 2021-22 BUDGET AMENDMENT

Mayor Taylor advised that the meeting constituted a public hearing (due notice having been given) to consider amending the Fiscal Year 2021-22 Budget to appropriate \$4,109,085 to recognize the American Rescue Plan Act of 2021 funds. Mayor Taylor advised that there were no citizens attending the meeting who wished to address the Council during this public hearing, therefore, she declared the public hearing closed and proceeded with the agenda.

RE: CITIZENS' PERIOD – ADOPTION AND PRESENTATION OF RESOLUTION – GEORGE WYTHE HIGH SCHOOL GIRLS' CROSS COUNTRY TEAM

Mayor Taylor advised that the next agenda item is the adoption and presentation of a resolution to the George Wythe High School Girls' Cross Country Team. Mayor Taylor inquired if there is a

motion to adopt the resolution recognizing the George Wythe High School Girls' Cross Country Team for a successful season. A motion was made by Vice-Mayor Pattison and seconded by Councilman Gillman to adopt a resolution recognizing the George Wythe High School Girls' Cross Country Team for a successful season. Mayor Taylor inquired if there was any discussion on the motion to adopt the resolution. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Cathy D. Pattison, Holly E. Atkins, Gary L. Gillman. Against: None.

Mayor Taylor invited the members of the team to come forward for the presentation of the resolution and to have a photo taken. She noted that she would now read the resolution.

RESOLUTION

WHEREAS, the George Wythe High School Girls' Cross Country Team made their school and the Town of Wytheville extremely proud with their successful season; and,

WHEREAS, the George Wythe High School Girls' Cross Country Team competed and earned the title of Region 1C Cross Country Champions; and,

WHEREAS, the George Wythe High School Girls' Cross Country Team advanced to compete at the Virginia High School League Class 1 State Cross Country Meet at Green Hill Park where they showed their outstanding running skills and won their third consecutive title as VHSL 1A State Champions; and,

WHEREAS, Ms. Morgan Dalton, a senior on the Girls' Cross Country Team, brought great credit upon herself and her team when she placed second at the VHSL 1A State Competition with a winning time of 20:22.90; and,

WHEREAS, the Girls' Cross Country Team had several members who also brought recognition to their school and the Town when they placed in the top ten at the State competition including Camryn Hardin who placed third and Kara Temple who placed fifth; and,

WHEREAS, the members of the Girls' Cross Country Team are deserving of recognition for their outstanding display of athletic ability and sportsmanship.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Wytheville, Virginia, officially commends the George Wythe High School Girls' Cross Country Team, Head Coach Steve Gollhofer and other high school officials for the outstanding accomplishment of the Girls' Cross Country Team.

BE IT FURTHER RESOLVED that copies of this resolution be presented to the George Wythe High School Girls' Cross Country Team, the coach, other high school officials and the news media.

In Witness Whereof, I have hereunto set my hand and caused the seal of the Town of Wytheville, Virginia, to be affixed this 10th day of January in the year two thousand twenty two.

Mayor Taylor congratulated the team on their accomplishments. She thanked them for attending the meeting, and she proceeded with the agenda.

RE: CITIZENS' PERIOD

Mayor Taylor advised that the next agenda item is Citizens' Period. She noted that there are no citizens attending the meeting who wished to address the Council during Citizens' Period, therefore, she would proceed with the agenda.

RE: WYTHEVILLE PARKS & RECREATION "HIKE THE APPALACHIAN TRAIL" PROGRAM RECOGNITION

Mayor Taylor advised that the next agenda item would be to recognize two individuals who completed the Wytheville Parks & Recreation Department's "Hike the Appalachian Trail" Program, thus far. She continued to explain the program to the Council. Mayor Taylor stated that Mr. Bill Knutson was the first individual to achieve the program challenge, and Mr. Jake McKenna was the second individual to achieve the goal. She remarked that she is very proud of these two men for accomplishing the program challenge. Mayor Taylor noted that this program will end soon, and there may be other individuals to be recognized for completion of the program.

RE: STAFF REPORT

The Staff Report was entered into the record as follows:

- A. On January 3, 2022, we welcomed Elaine R. Holeton to our staff in the position of Assistant Town Manager. Elaine comes to us after serving as Planning and Zoning Director in Pulaski and Grayson Counties over the last ten years. Elaine's initial focus will be on assisting the Office of the Town Manager in the development of both short and long-range strategic initiatives and assisting with all planning and zoning related matters. Elaine is a 1995 Graduate of the University of Virginia and is a AICP Certified Planner and a VAZO Certified Zoning Administrator. We are happy to have Elaine on Town Staff, and we look forward to working with her.
- B. For many years, those making payments to the Town of Wytheville for utility bills, taxes and permits using credit cards have been able to do so without additional credit card processing fees. That will change moving forward. In recent weeks, we were notified by our banking and credit card processing providers that they will now begin assessing additional fees for credit card usage. To offset these costs, the Town will begin charging a 3% processing fee for credit card payments made to the Town of Wytheville. To avoid these fees, citizens can make their Town of Wytheville payments with checks, cash or through online banking. Checks can be used for in-person payments or mailed to P.O. Box 441, Wytheville, Virginia 24382, along with a copy of the bill or information, explaining what the check is for. Check payments, along with the appropriate information, can also be left in the drop box located outside the Municipal Building located at 150 East Monroe Street. Cash payments will be accepted in-person but should never be left in the drop box.
- C. The Town of Wytheville Fire and Rescue Department has applied for two FEMA Assistance To Firefighters Grants (AFG). The first grant is for various types of equipment, personal protective gear, etc. and, if awarded, will provide the Department with approximately \$175,000 for these items with a Town match requirement of about \$8,800. The second grant is for the purchase of a fire apparatus referred to as a "Squirt" which would allow the Department to get water into hard-to-reach places, such as large buildings like factories and industrial parks. This application also included a request for funding of a foam trailer to assist in battling chemical fires and spills. If awarded, the grant will provide \$1,425,000 toward these items with a Town match requirement of \$75,000. In

addition to these grant applications, the Department will also re-submit the FEMA Staffing for Adequate Fire Emergency Response (SAFER) grant. This is a manpower and staffing grant that provides funding directly to fire departments to help them increase or maintain the number of trained, "front line" firefighters available in their communities. If awarded, the grant total would be approximately \$3,200,000, over a three year period.

- D. For the last few months, the Town of Wytheville Police Department has been working with the Wythe County Consolidated Emergency Dispatch Center to revise procedures for after-hours non-emergency calls. These are calls that come into the Police Department after normal business hours that do not typically require immediate police response. These calls will now be forwarded to the Dispatch Center's non-emergency line where callers will receive additional assistance and instruction from the dispatchers. If it is deemed that a call is, in fact, an emergency, dispatchers will alert the appropriate emergency personnel to respond. Calls relative to water main breaks, sewer back-ups and things of that nature will be routed from dispatch to the on-call personnel for each respective department. We hope these changes will assist callers with better service and a quicker response to their after-hours needs.

- E. For several months, the Wytheville Police Department has operated with depleted staffing levels. Solicitations for certified officers resulted in very few applications, so we increased the starting salary and readvertised the positions allowing uncertified individuals to apply. This resulted in several more applications for the vacant positions. Interviews were conducted and hires were made in December 2021. I am happy to report that six (6) new officers were sworn in by Mayor Taylor on January 3, 2022. These officers began attending the Police Academy on January 6, 2022. This a six (6) month training academy that will be followed by about four (4) months of field training. We want to welcome these new officers and extend our appreciation for their willingness to serve the citizens of the Town of Wytheville. The Staff Report is attached and made part of these minutes.

RE: NEW BUSINESS

Under New Business, Town Manager Freeman reported the following:

- 1. The Wytheville Planning Commission will meet on Thursday, January 13, 2022, at 6:00 p.m., in the Council Chambers.

- 2. The Town of Wytheville Municipal Offices will be closed and all services curtailed on Monday, January 17, 2022, in observance of the Martin Luther King, Jr. holiday.

- 3. If Ordinance No. 1404 is adopted later in the meeting, the next Council Work Session will be held on Monday, January 24, 2022, at 4:00 p.m., in the Council Conference Room followed by the Town Council meeting at 6:00 p.m., in the Council Chambers.

- 4. The New River Regional Water Authority will meet on Thursday, January 20, 2022, at 10:00 a.m., in Austinville.

RE: ORDINANCE NO. 1404

Mayor Taylor presented Ordinance No. 1404, an ordinance amending and reenacting Chapter 2, Administration, Article II. Council, Division 1. Generally, Section 2-21. When and Where Regular Meetings Held, of the Code of the Town of Wytheville, Virginia, regarding changing the time for

Wytheville Town Council meetings, on first reading. She inquired if there is a motion to amend the ordinance as presented. A motion was made by Vice-Mayor Pattison and seconded by Councilman Gillman to adopt Ordinance No. 1404, an ordinance amending and reenacting Chapter 2, Administration, Article II. Council, Division 1. Generally, Section 2-21. When and Where Regular Meetings Held, of the Code of the Town of Wytheville, Virginia, regarding changing the time for Wytheville Town Council meetings, on first and final reading. Mayor Taylor inquired if there was any discussion on the motion to adopt the ordinance on first and final reading. There being none, the motion was approved with the following voting in favor and there being no opposition:

FOR: Beth A. Taylor, Cathy D. Pattison, Holly E. Atkins, Gary L. Gillman

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1404 was adopted on first and final reading.

RE: RESOLUTION – ESTABLISH MEETING DATES, TIMES AND PLACE

Mayor Taylor advised that the next agenda item is to consider a resolution setting forth the dates, times and place of the regular meetings of the Wytheville Town Council through June 27, 2022. Mayor Taylor noted that the resolution shows the Town Council meeting times as 6:00 p.m., based on previous discussion, however, the resolution can be amended to reflect the meeting time that is decided upon by the Council. She inquired if there is a motion to adopt the resolution. A motion was made by Councilman Gillman and seconded by Councilwoman Atkins to adopt a resolution setting forth the dates, times and place of the regular meetings of the Wytheville Town Council through June 27, 2022. Mayor Taylor inquired if there was any discussion on the motion to adopt the resolution as presented. There being none, the motion was approved with the following voting in favor and there being no opposition:

FOR: Beth A. Taylor, Cathy D. Pattison, Holly E. Atkins, Gary L. Gillman

AGAINST: None

ABSTENTIONS: None

RE: RESOLUTION – FAIR HOUSING

Mayor Taylor advised that the next agenda item is to consider adopting the Fair Housing Resolution. She noted that, each year, the Town adopts a resolution endorsing the concept of providing fair housing. Mayor Taylor continued to explain the resolution to the Council. She inquired if there is a motion to adopt the resolution. A motion was made by Councilman Gillman and seconded by Vice-Mayor Pattison to adopt the Fair Housing Resolution. Mayor Taylor inquired if there was any discussion on the motion to adopt the resolution. There being none, the motion was approved with the following voting in favor and there being no opposition:

FOR: Beth A. Taylor, Cathy D. Pattison, Holly E. Atkins, Gary L. Gillman

AGAINST: None

ABSTENTIONS: None

RE: BUDGET AMENDMENT – ARPA FUNDS

Mayor Taylor advised that the next agenda item is to consider amending the Fiscal Year 2021-22 Budget to appropriate \$4,109,085 to recognize the American Rescue Plan Act of 2021 funds. She inquired if there is a motion to amend the FY 2021-22 Budget. A motion was made by Vice-Mayor Pattison and seconded by Councilman Gillman to amend the Fiscal Year 2021-22 Budget to appropriate \$4,109,085 to recognize the American Rescue Plan Act of 2021 funds. Mayor Taylor inquired if there was any discussion on the motion to amend the budget. There being none, the motion was approved with the following voting in favor and there being no opposition:

FOR: Beth A. Taylor, Cathy D. Pattison, Holly E. Atkins, Gary L. Gillman

AGAINST: None

ABSTENTIONS: None

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.).

Beth A. Taylor, Mayor

Sharon G. Corvin, CMC, Town Clerk