

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, JANUARY 24, 2022, AT 6:00 P.M.**

Members present: Beth A. Taylor, Cathy D. Pattison, Mark J. Bloomfield (electronically), Holly E. Atkins, Gary L. Gillman

Members absent: None

Others present: Town Manager T. Brian Freeman, Town Clerk Sharon G. Corvin, Assistant Town Manager Elaine R. Holeton, Computer Operations Manager Ron Jude, Patrol Officer Kody Thomas

RE: APPROVAL TO PARTICIPATE ELECTRONICALLY

Mayor Taylor advised that Councilman Bloomfield desired to participate electronically in the meeting. She noted that Councilman Bloomfield is at his home due to a temporary personal illness. Mayor Taylor inquired if there was a motion to approve Councilman Bloomfield to participate electronically in the Town Council meeting. A motion was made by Councilman Gillman and seconded by Vice-Mayor Pattison to approve Councilman Bloomfield to participate electronically in the Town Council meeting. Mayor Taylor inquired if there was any discussion on the motion to approve Councilman Bloomfield participating electronically in the Council meeting. 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: 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 Councilman Gillman.

RE: CONSENT AGENDA

Mayor Taylor presented the consent agenda consisting of the minutes of the regular meeting of January 10, 2022. 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 January 10, 2022, 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, Mark J. Bloomfield, Holly E. Atkins, Gary L. Gillman. Against: None.

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. Mayor Taylor stated, however, if anyone arrives later during the meeting who wished to address the Council, she will reserve the right to address the Council.

RE: STAFF REPORT

The Staff Report was entered into the record as follows:

- A. We have received financial statements from our auditors, Robinson, Farmer, Cox Associates, for the Fiscal Year ending June 30, 2021. They noted that the financial statement disclosures were neutral, consistent and clear, which means that they have no issues with the audit of the Town's finances. Included with the audit were comments and recommendations related to the Town's internal control structure and operational matters. Town Staff has reviewed their recommendations and will work to strengthen our reporting procedures, make policy revisions and update our recordkeeping requirements. Thank you to our Treasurer's Office and to the Town Staff for another year of maintaining high professional standards for accounting of Town finances.
- B. In the last couple of weeks, we were reminded that winter weather in Southwest Virginia sometimes means dealing with snow and ice events. Winter Storm Izzy was no exception, bringing snow, ice and high winds to Wytheville on January 17-18, 2022. During each of these events, there are a multitude of men and women on our staff who diligently perform their duties regardless of the weather conditions, and we want to take a minute to recognize them.

The Public Works Department works around the clock to clear the Town streets and the parking lots and sidewalks of the Town operated facilities. The Public Works employees that are not clearing streets continue to collect garbage and perform a multitude of other public services in spite of the adverse weather, and, for that, we want to say thank you.

We also want to express our appreciation for the Wytheville Police Department and the Wytheville Fire and Rescue Department personnel for their continued dedication to the performance of their duties during periods of inclement weather. These men and women report to work and are there when our citizens need them twenty-four hours a day, seven days a week, regardless of weather conditions, and, for that, we want to say thank you.

The Water Plant and Wastewater Plant employees, without fanfare, report to work and go about the business keeping of our water and sewer facilities operating, no matter the weather conditions, and, for that, we want to say thank you.

In summary, on behalf of the Town Council, I want to thank all the men and women of our staff for the dedication to their work, for working around the clock on nights, weekends and holidays, for getting our citizens back on the streets, for making us safer and for taking care of the needs of the citizens of the Town of Wytheville. Thank you!

Snow Clearing Process and Tips:

As snow removal crews begin the process of clearing streets, priority must be given to the clearing of main arterial streets with special emphasis on emergency snow routes, which must be cleared in the event that Interstates 81 or 77 are closed and rerouted through town. Once these routes and other arterial streets are cleared, crews can turn their attention to collector and residential streets. Additionally, sidewalks and parking spaces in

the downtown area are cleared, followed by access roads, etc. There are ways in which citizens can help the snow removal process move along more safely and efficiently.

Tip #1 - Use off street parking whenever possible. Doing so will expedite the snow removal process and avoid unnecessary frustration of having a vehicle plowed in.

Tip #2 - Do not shovel, plow or blow snow into the street. This delays the snow removal process.

Tip #3 - When possible, it is best to wait to clear your driveway until crews have finished clearing your street. There is simply no reasonable way to avoid each driveway. If you are unable to wait, please place the snow to the right of your driveway to help avoid being "plowed-in" again.

- C. Last week, we were notified that the recent application for Community Development Block Grant funding, through the Virginia Department of Housing and Community Development, for the Lots Gap Tank Project has been awarded. This project and the grant application is a joint effort between Wythe County and the Town of Wytheville for the construction of a one-million-gallon water storage tank to serve Progress Park and both Town and County water users. The \$2.5M award will provide nearly half of the funding for the estimated \$5.3M project. On behalf of the Wytheville Town Council, I want to extend my thanks and gratitude to the Wythe County Administration and the Wythe County Board of Supervisors for their efforts, leadership and commitment to this important joint infrastructure project. 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 Homestead Advisory Board will meet on Thursday, January 27, 2022, at 10:00 a.m., in Conference Room B of the Municipal Building.
2. The Joint Industrial Development Authority will meet on Thursday, January 27, 2022, at 3:00 p.m., in the Council Chambers.
3. The Joint Governing Bodies will meet on Monday, January 31, 2022, at 7:00 p.m., in the Wythe County Administration Board Room.
4. The Wytheville Planning Commission will meet on Thursday, February 10, 2022, at 6:00 p.m., in the Council Chambers.
5. The next Council Work Session will be held on Monday, February 14, 2022, at 4:00 p.m., in the Council Conference Room followed by the Council meeting at 6:00 p.m., in the Council Chambers.
6. Councilwoman Atkins inquired of Town Manager Freeman regarding snow removal, and if there is some type of acknowledgement that could be placed in the employees' paychecks, or if a basket of fruit could be provided to employees or something done to let those who work during the snow events know how much they are appreciated. Town Manager Freeman advised that he is not aware of this being done in the past, but Town

staff will do whatever the Council instructs them to do. Mayor Taylor stated that there is an upcoming water bill where an acknowledgement of appreciation to those employees could be placed. Councilwoman Atkins advised that this is a great idea because those particular employees may not see this Staff Report. Town Manager Freeman stated that he would call the Director of Public Works' attention to the Staff Report, as well as the other Town Department Heads included in the report, so that they can share this with their employees. Councilwoman Atkins noted that the Municipal Building Staff should be thanked, as well, because they worked, too.

RE: PLANNING COMMISSION RECOMMENDATION – FENCING AND SCREENING REGULATIONS AMENDMENT

Mayor Taylor advised that the next agenda item is to consider a recommendation from the Wytheville Planning Commission to amend various sections of the Town of Wytheville Zoning Ordinance regarding fencing and screening regulations in all Zoning Districts within the town and to set a public hearing for this matter. Mayor Taylor noted that if the Council concurs, the public hearing could be scheduled for the Monday, February 14, 2022, meeting. She inquired if there is a motion to set the public hearing. A motion was made by Vice-Mayor Pattison and seconded by Councilwoman Atkins to schedule a public hearing at 6:00 p.m. for the Monday, February 14, 2022, Council meeting to consider amending various sections of the Town of Wytheville Zoning Ordinance regarding fencing and screening regulations in all Zoning Districts within the town and to set a public hearing for this matter. Mayor Taylor inquired if there was any discussion on the motion to schedule the public hearing. 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, Mark J. Bloomfield, Holly E. Atkins, Gary L. Gillman

AGAINST: None

ABSTENTIONS: None

RE: PLANNING COMMISSION RECOMMENDATION – BOARD OF ZONING APPEALS AND VARIANCES AMENDMENT

Mayor Taylor advised that the next agenda item is to consider a recommendation from the Wytheville Planning Commission to rewrite Article XVII – Provisions for Appeal, to parallel the Town of Wytheville Zoning Ordinance with the current Virginia Code regarding the Board of Zoning Appeals and variances and to set a public hearing for this matter. She noted that this public hearing could also be scheduled for the Monday, February 14, 2022, meeting. A motion was made by Vice-Mayor Pattison and seconded by Councilman Gillman to consider rewriting Article XVII – Provisions for Appeal, to parallel the Town of Wytheville Zoning Ordinance with the current Virginia Code regarding the Board of Zoning Appeals and variances and to schedule a public hearing for the Monday, February 14, 2022, meeting at 6:00 p.m. Mayor Taylor inquired if there was any discussion on the motion to schedule the public hearing. 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, Mark J. Bloomfield, 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 (6:17 p.m.).

Beth A. Taylor, Mayor

Sharon G. Corvin, CMC, Town Clerk