

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, APRIL 25, 2022, AT 6:00 P.M.**

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

Members absent: None

Others present: Town Manager T. Brian Freeman, Assistant Town Manager Elaine R. Holeton, Town Clerk Sharon G. Corvin, Town Attorney Michelle Workman Clayton, Police Chief Joel Hash, Patrol Officer Chastity Russell, Donna Leonard, Glenda Crockett-Eans, Kerry Eans, Nancy Martin, Kirk Chamberlain

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 Bloomfield.

RE: CONSENT AGENDA

Mayor Taylor presented the consent agenda consisting of the minutes of the regular meeting of April 11, 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 Vice-Mayor Pattison to approve the consent agenda consisting of the minutes of the regular meeting of April 11, 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.

PUBLIC HEARING – MOVING THE EAST WYTHEVILLE PRECINCT AND POLLING PLACE

Mayor Taylor advised that the meeting constituted a public hearing (due notice having been given) to consider an ordinance to move the East Wytheville Precinct and Polling Place from the Fourth Street Civic Center located at 250 South Fourth Street, to Spiller Elementary School located at 330 Tazewell Street. Mayor Taylor advised that there are no citizens attending the meeting who stated on the sign in sheet that they wished to address the Council during this public hearing, however, if anyone has changed their mind and wished to speak, now is the time to do so. There being none, Mayor Taylor declared the public hearing closed and proceeded with the agenda.

CITIZENS' PERIOD

Mayor Taylor advised that the next agenda item is Citizens' Period. She noted that there is one citizen attending the meeting who stated on the sign in sheet that they wished to address the Council during Citizens' Period. Ms. Donna Leonard was recognized, and she stated that she resides at 530 East Monroe Street and her business is located at 345 East Monroe Street. She noted that she wished to readdress the Council regarding the progress that the Town has taken to control the speeders and high traffic on East Monroe Street. Ms. Leonard inquired regarding the traffic light she requested at several other Council meetings. Town Manager Freeman commented that the traffic light inquiry still remains a Virginia Department of Transportation (VDOT) issue, which requires their approval. He explained that all traffic lights must meet very

specific criteria called signal warrants. Town Manager Freeman advised that if the VDOT traffic engineers do not feel that the traffic lights meet the signal warrants, then a locality will not receive the traffic lights they have requested. Ms. Leonard inquired if anything has been done since the last time she attended a Council meeting. Town Manager Freeman advised that he has done some research, which he will send to Ms. Leonard, and that VDOT will not give a locality signal warrants to control speed. Ms. Leonard noted that she has this information. Town Manager Freeman stated that the Wytheville Police Department has budgeted for the purchase of some radar speed signs that will alert citizens of their speed when they pass. He noted that these signs are placed on existing poles, etc. Town Manager Freeman advised that he thinks the cost of these signs is approximately \$12,000, and he remarked that Monroe Street will be one of the locations for a sign. Discussion continued regarding the radar speed signs. Ms. Leonard continued to discuss the heavy traffic on Monroe Street with the Town Council. Councilwoman Atkins inquired of Town Manager Freeman if the signs could be a priority, and instead of waiting for the budget to be approved and then ordering the signs, if the signs could be ordered now and installed as soon as possible since this has been an ongoing topic. Town Manager Freeman commented that, technically, the purchase order could be executed immediately, but the Council will see a budget amendment in this current fiscal year. He stated that the Council can advise Town staff to approve this effective immediately. A motion was made by Councilman Bloomfield and seconded by Councilman Gillman to approve proceeding with executing the purchase order to acquire radar speed signs. Mayor Taylor inquired if there was any discussion on the motion to approve acquiring the signs. 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.

Discussion continued regarding the radar speed signs. Ms. Leonard thanked the Council for their time and for approving the radar speed signs. Mayor Taylor thanked Ms. Leonard for her comments.

Mr. Kirk Chamberlain was recognized and stated that he resides at 495 East Monroe Street. He noted that he has the same concerns as Ms. Leonard but would like to comment that school buses exceed the speed limit, as well. He remarked that a person cannot ride their bicycle because there are no bicycle lanes, and the traffic is moving too fast. Mayor Taylor advised that she contacted the School Board Office to make a formal complaint about a school bus speeding, however, she was told that she would need to get the school bus number before they would take the complaint. Mr. Chamberlain continued to note his frustrations with the speeding buses, and Mayor Taylor explained that, unfortunately, he would need to contact the Wythe County School Board Office because the Town does not have any authority regarding the public school system. He thanked the Council for allowing him to speak. Mayor Taylor thanked Mr. Chamberlain for his comments.

Mayor Taylor inquired if there were others who wished to address the Council during Citizens' Period. There being none, she proceeded with the agenda.

RE: BUDGET AND FINANCE COMMITTEE REPORT

The Budget and Finance Committee Report was entered into the record as follows:

- A. Pursuant to Section 58.1-3940 of the Code of Virginia, the Town is required to write off delinquent taxes. Last week at the Budget and Finance Committee meeting, we received a listing from Town Treasurer Michael Stephens of delinquent Personal Property/Mobile Home taxes that need to be written off the Town's books. The total value of the delinquent taxes for which the statute of limitations has expired is \$1,157.40. It is the recommendation

of the Budget and Finance Committee that the Council authorize Town Treasurer Stephens to remove these delinquent taxes from the Town's books. A motion was made by Councilman Bloomfield and seconded by Councilwoman Atkins to authorize the Town Treasurer to write off \$1,157.40 in delinquent 2016 Personal Property/Mobile Home taxes. Mayor Taylor inquired if there was any discussion on the motion to authorize the Town Treasurer to write off the delinquent 2016 Personal Property/Mobile Home taxes. 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: STAFF REPORT

The Staff Report was entered into the record as follows:

- A. A formal solicitation Request for Proposal (RFP) for a Classification and Compensation Study was advertised by the Town in March, and the submittal window closed on April 12, 2022. We are pleased to announce that two (2) professional proposals were received by highly qualified firms who have experience in assisting municipalities with human resource consulting. The Town Manager's Office, in conjunction with the Human Resources Department, is conducting interviews on May 2, 2022, with Bolton USA and SESCO Management Consultants. The chosen consultant will begin work on the project in May, and the Classification and Compensation Study will be complete by mid-July. The purpose of the Classification Study is to receive a third-party review of all job descriptions for Town employment positions and receive recommendations on needed improvements to reflect labor standards, State and Federal guidelines and general updates to job classification descriptions. The Compensation Study will inform the Town of any needed changes to job position compensation and benefits packages by conducting a holistic study of this topic. The study will evaluate local and regional job position competition, pay compression and other factors that influence employee attraction and retention. The results of the study will be used to adjust and correct any deficiencies identified and inform the development of a new compensation system that is equitable, transparent and easy for Town staff to administer over time. We look forward to sharing the final reports with the Town Council and implementing general improvements to our compensation and classification systems.

RE: NEW BUSINESS

Under New Business, Town Manager Freeman reported the following:

- 1. The Homestead Advisory Board will meet on Thursday, April 28, 2022, at 10:00 a.m., at the Homestead property.
- 2. The Joint Industrial Development Authority of Wythe County will meet on Thursday, April 29, 2022, at 3:00 p.m., in the Council Chambers.
- 3. The next Council Work Session will be held on Monday, May 9, 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.

RE: ORDINANCE NO. 1409

Mayor Taylor advised that the next agenda item is to consider Ordinance No. 1409, an ordinance moving the East Wytheville Precinct and Polling Place to Spiller Elementary School, on first reading. A motion was made by Vice-Mayor Pattison and seconded by Councilman Gillman to adopt Ordinance No. 1409, an ordinance moving the East Wytheville Precinct and Polling Place to Spiller Elementary School, on first and final reading. Mayor Taylor 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: Beth A. Taylor, Cathy D. Pattison, Mark J. Bloomfield, Holly E. Atkins, Gary L. Gillman

AGAINST: None

ABSTENTIONS: None

Mayor Taylor advised that Ordinance No. 1409 was adopted on first and final reading.

RE: ADJOURNMENT

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (6:20 p.m.).

Beth A. Taylor, Mayor

Sharon G. Corvin, CMC, Town Clerk