

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, MAY 23, 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 Treasurer Michael G. Stephens, Police Chief Joel Hash, Patrol Officer Chastity Russell, Stephen Holston, Lisa Kneer

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 special meeting of May 4, 2022, and the regular meeting of May 9, 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 special meeting of May 4, 2022, and the regular meeting of May 9, 2022, as presented. Mayor Taylor inquired if there was any discussion on the motion to approve the consent agenda, as presented. Vice-Mayor Pattison advised that she would be abstaining from the vote of the minutes from the special meeting of May 4, 2022, because she did not attend the meeting. The motion was approved with the following voting results: For: Beth A. Taylor, Cathy D. Pattison, Mark J. Bloomfield, Holly E. Atkins, Gary L. Gillman. Against: None. Abstentions: Cathy D. Pattison, only on the minutes of the special meeting of May 4, 2022.

CITIZENS' PERIOD

Mayor Taylor advised that the next agenda item is Citizens' Period. She noted that there are two citizens attending the meeting who stated on the sign in sheet that they wished to address the Council during Citizens' Period.

Ms. Lisa Kneer was recognized and stated that she resides at 875 West Spiller Street in Wytheville. She stated that she attended the meeting to receive an update regarding the installation of signs stating that all dogs must remain on a leash in the town. Town Manager Freeman advised that Town staff has not addressed this matter yet. He stated that he will hand this matter to Public Works Director Peeples to order and install the signs. Ms. Kneer noted that her concern is citizens being injured or involved in a confrontation before the signs are installed. She inquired if she could be of any assistance to help speed up the installation of the signs. Town Manager Freeman stated that he appreciated her offer. Ms. Kneer noted that people who are not from Wytheville are not aware of the law requiring all dogs be put on a leash. She also advised the Council that she has a Master's Degree in environmental education, and since she has been walking her dog in Withers Park, she has created a concept plan to possibly benefit Withers Park and the Town. Ms. Kneer inquired of the Council to whom and how she may present her plan. Town Manager Freeman advised that all regular meetings of the Town Council have a Citizens'

Period, or her information could possibly be taken to a Council Work Session meeting. Ms. Kneer thanked the Council for allowing her to speak. Mayor Taylor thanked Ms. Kneer for her comments.

Mr. Stephen Holston was recognized and stated that he resides at 220 Meadows Lane in Wytheville. He advised that he works on the Street Maintenance crew for the Town's Public Works Department. Mr. Holston noted that he would like to address the Council regarding employee wages. He stated that due to a staff shortage, his department is working multiple jobs daily, and it is very hard work for staff to complete these jobs. Mr. Holston commented that he believes staff should earn higher wages for the work they are doing. He advised that within the current year, and next year, about seven staff members of the Street Maintenance crew plan to retire. Mr. Holston stated that there are only three people on one of the street maintenance crews, and, currently, they are working on a job that would normally require about six or seven people. He noted that staff on the water crew has been working overtime to repair multiple sewer line breaks on Industry Road and near the old Bob Evans restaurant. Mayor Taylor thanked Mr. Holston for attending the meeting and addressing this issue with the Town Council on behalf of his coworkers. She advised Mr. Holston that this matter was discussed recently, and Council is working on a solution. Town Manager Freeman stated that he appreciated Mr. Holston's concerns for his coworkers, as well. Mr. Holston stated that he has a family he wants to support, and he wants to see his coworkers earn more money for their hard work to support their families. He commented that these Staff members work dangerous jobs at times, such as working on the sides of the road cleaning up brush, closing streets for repair and removing snow during winter storms. Mayor Taylor advised that it took courage for him to share his concerns. Councilwoman Atkins stated that she commends Mr. Holston for addressing the Council regarding this matter. Mr. Holston thanked the Council for allowing him to speak. Mayor Taylor thanked Mr. Holston again for addressing the Council.

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: STAFF REPORT

The Staff Report was entered into the record as follows:

- A. In March, the Town solicited proposals from qualified firms to conduct a Classification and Compensation Study. The purpose of the study is to conduct a holistic third-party review of the Town's Classification and Compensation Plan to ensure market and internal structural alignment, simplify the classification structures, evaluate local and regional job position competition and analyze pay compression and other factors that influence employee attraction and retention. The results of the study will aid in the development of a new compensation system that is equitable, transparent and more predictable to administer over time.

The Town Manager's Office has carefully considered the two proposals and interviewed both firms that submitted for the Classification and Compensation Study. It is our recommendation that the Town award a contract to Bolton USA to assist us with this project. The Bolton Team has the knowledge, capacity and experience to meet our study goals. The Bolton approach includes receiving input from Town Council, and we are encouraged that your input will help form the end product. The Bolton proposal is for \$45,700. Town staff's recommendation is to approve the proposal and allocate \$50,000 in the Fiscal Year 2022-23 Budget to cover the cost of the study with a small contingency for ancillary costs that may occur. A motion was made by Councilman Bloomfield and

seconded by Councilman Gillman to award Bolton USA the contract to perform a Classification and Compensation Study for the Town of Wytheville and to allocate \$50,000 in the Fiscal Year 2022-23 Budget for the cost of the study and ancillary costs. Mayor Taylor inquired if there was any discussion on the motion to award the contract and to allocate the funds in the Fiscal Year 2022-23 Budget for the cost of the study and ancillary costs. There being none, the motion was approved with the following voting in favor and there being no opposition, by roll call vote:

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

AGAINST: None

ABSTENTIONS: None

- B. Multiple local ceremonies will be held May 25-29, 2022, which honor veterans. First, the much-anticipated return of Run For The Wall (RFTW) occurs on May 25 and 26, 2022, in Withers Park. The "Welcome Home Ceremony" will begin upon their approximate arrival at 4:30 p.m. on Wednesday, May 25, in Withers Park. Citizens are encouraged to come out and welcome the riders as the group arrives via Exit 70 and Fourth Street. Following a brief ceremony, the group will parade down Main Street to their hotels. A dinner hosted by the Wytheville Moose Lodge will conclude the evening.

One of the RFTW's favorite Wytheville experiences occurs on Thursday (May 26) morning as the students of Spiller Elementary School provide a special welcome program beginning at 9:00 a.m. in Withers Park. Run For The Wall will depart with a Main Street parade at approximately 9:30 a.m.

The group travels via four routes from California to Washington, D.C., simultaneously for 12 days each May, to raise awareness concerning the POW/MIAs from all wars that have never returned home. For more information, visit www.RFTW.org.

On the following Sunday, May 29, 2022, the annual Wall of Honor Memorial Day Ceremony will be held at the Wytheville Meeting Center beginning at 1:30 p.m. This year's guest speaker will be retired local educator and United States Army Reserve E5 Sergeant Patty H. Younger. Citizens are invited to these ceremonies to honor all military men and women, past and present.

- C. Established by a joint resolution of Congress in 1962, National Police Week pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others. May 11-17, 2022, was National Police Week, and on behalf of our staff, I want to thank the men and women of the Wytheville Police Department and the Wythe County Sheriff's Office for their hard work, dedication and "Community First" approach to protecting and serving Wytheville 24 hours a day, 7 days a week, 365 days a year. Let me also acknowledge that these men and women do so at a time in which the challenges for law enforcement officers have never been greater. Thank you!

RE: NEW BUSINESS

Under New Business, Town Manager Freeman reported the following:

1. The Joint Industrial Development Authority of Wythe County will meet on Thursday, May 26, 2022, at 3:00 p.m., in the Council Chambers.
2. The Town of Wytheville Municipal Offices will be closed on Monday, May 30, 2022, in observance of Memorial Day.
3. The Joint Governing Bodies meeting scheduled for Monday, May 30, 2022, has been cancelled due to the Memorial Day holiday.
4. The Wytheville Planning Commission will meet on Thursday, June 9, 2022, at 6:00 p.m., in the Council Chambers.
5. The next Council Work Session will be held on Monday, June 13, 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: APPOINTMENTS - WYTHEVILLE TREE ADVISORY COMMITTEE

Mayor Taylor advised that the next agenda item is the appointment of a member to the Wytheville Tree Advisory Committee to fill the expiring term of Ms. Alma Watson (term expired May 14, 2022). She stated that Ms. Watson is eligible for reappointment, and she has indicated a willingness to serve again, if reappointed. Mayor Taylor noted that this reappointment would be for a four year term (term expires May 14, 2026). A motion was made by Councilman Gillman and seconded by Vice-Mayor Pattison to reappoint Ms. Alma Watson for a four year term to the Wytheville Tree Advisory Committee (expires May 14, 2026). Mayor Taylor inquired if there was 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.

RE: ORDINANCE NO. 1410 – FISCAL YEAR 2022-23 BUDGET

Mayor Taylor presented Ordinance No. 1410, the Budget Ordinance for Fiscal Year 2022-23, on first reading. She stated that a public hearing will be held at the Town Council meeting on June 13, 2022, regarding the budget and the Budget Ordinance will be presented, on second reading. Mayor Taylor advised that the Budget Ordinance will be considered at the June 27, 2022, Town Council meeting on third and final reading. A motion was made by Councilman Gillman and seconded by Councilman Bloomfield to approve Ordinance No. 1410, the Budget Ordinance for Fiscal Year 2022-23, on first, but not final reading. Mayor Taylor inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition, by roll call vote:

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

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1410 was approved on first, but not final, reading.

RE: ORDINANCE NO. 1411 – NAME CHANGE FOR THE WYTHEVILLE INDUSTRIAL DEVELOPMENT AUTHORITY

Mayor Taylor presented Ordinance No. 1411, an ordinance amending and reenacting Chapter 10, Planning and Development, Article III. Industrial Development Authority, Sections 10-36 – Definition; 10-38 – Name; 10-40 – Directors to Take Oath; 10-41 – Chairperson, Other Officers; 10-42 – Compensation of Directors; 10-43 – Quorum; Majority Vote of Directors Prerequisite to Lease, Dispose of Facilities of Authority; 10-44 – Minutes of Proceedings of Board; 10-45 – Financial Records; Audits; 10-46 – Bonds – Generally; 10-47 – Bonds – Liability of Directors, Etc.; 10-48 – Limitations on Expenses; Liability of Authority Under Article, of the Code of the Town of Wytheville, Virginia, on first reading. She noted that this ordinance revises the Town Code to change the name of the Wytheville Industrial Development Authority to the Wytheville Economic Development Authority. Mayor Taylor stated that this ordinance is before the Council on first and final reading. A motion was made by Councilman Gillman and seconded by Councilwoman Atkins to adopt Ordinance No. 1411, an ordinance amending and reenacting Chapter 10, Planning and Development, Article III. Industrial Development Authority, Sections 10-36 – Definition; 10-38 – Name; 10-40 – Directors to Take Oath; 10-41 – Chairperson, Other Officers; 10-42 – Compensation of Directors; 10-43 – Quorum; Majority Vote of Directors Prerequisite to Lease, Dispose of Facilities of Authority; 10-44 – Minutes of Proceedings of Board; 10-45 – Financial Records; Audits; 10-46 – Bonds – Generally; 10-47 – Bonds – Liability of Directors, Etc.; 10-48 – Limitations on Expenses; Liability of Authority Under Article, of the Code of the Town of Wytheville, Virginia, on first and final reading. Mayor Taylor inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition, by roll call vote:

- 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. 1411 was adopted on first and final reading.

RE: BUILD IT 2025 HOUSING GRANT

Mayor Taylor advised that the next agenda item is to consider the Build It 2025 Housing Grant Program and to authorize executing a Memorandum of Agreement with the Wytheville Industrial Development Authority (WIDA) to administer the Build It 2025 Housing Grant Program. A motion was made by Councilman Bloomfield and seconded by Councilman Gillman to authorize and execute a Memorandum of Agreement with the WIDA to administer the Build It 2025 Housing Grant Program. Mayor Taylor inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition, by roll call vote:

- FOR: Beth A. Taylor, Cathy D. Pattison, Mark J. Bloomfield, Holly E. Atkins, Gary L. Gillman
- AGAINST: None
- ABSTENTIONS: None

RE: SOLAR ENERGY FACILITIES

Mayor Taylor stated that a public hearing needs to be set to consider a recommendation from the Wytheville Planning Commission regarding amending the Zoning Ordinance to include regulations regarding Solar Energy Facilities. A motion was made by Councilman Bloomfield and seconded by Vice-Mayor Pattison to set a public hearing for the June 13, 2022, Town Council meeting to consider amending the Zoning Ordinance to include regulations regarding Solar Energy Facilities. Mayor Taylor inquired if there was 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.

RE: SIGN ORDINANCE REVISION

Mayor Taylor stated that a public hearing needs to be set to consider a recommendation from the Wytheville Planning Commission regarding amending the Zoning Ordinance to repeal and replace the current Sign Ordinance. A motion was made by Councilman Bloomfield and seconded by Vice-Mayor Pattison to set a public hearing for the June 13, 2022, Town Council meeting to consider amending the Zoning Ordinance to repeal and replace the current Sign Ordinance. Mayor Taylor inquired if there was 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.

RE: RILEY CONSTRUCTION, INCORPORATED SPECIAL EXCEPTION PERMIT

Mayor Taylor stated that a public hearing needs to be set to consider a recommendation from the Wytheville Planning Commission regarding the request of Riley Construction, Incorporated for a Special Exception Permit to construct approximately 17,000 to 20,000 square feet of additional storage units on their property located at 555 Peppers Ferry Road, in a B-1 Business District. A motion was made by Councilman Bloomfield and seconded by Vice-Mayor Pattison to set a public hearing for the June 13, 2022, Town Council meeting to consider the request of Riley Construction, Incorporated for a Special Exception Permit to construct approximately 17,000 to 20,000 square feet of additional storage units. Mayor Taylor inquired if there was 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.

RE: ADJOURNMENT

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (6:31 p.m.).

Beth A. Taylor, Mayor

Sharon G. Corvin, CMC, Town Clerk