

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, AUGUST 10, 2020, AT 7:00 P.M.**

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

Others present: Town Manager Stephen A. Moore, Town Clerk Sharon G. Corvin, Town Attorney/Director of Administrative Services Christopher R. Menerick, Director of Operations T. Brian Freeman, Patrol Officer Chastity Russell

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 July 27, 2020, and the request of the Ruritan Road Club to conduct a St. Jude's Children Motorcycle Ride on Saturday, August 29, 2020, at 11:00 a.m. Mayor Taylor inquired if there was a motion to approve the consent agenda as presented or to somehow be amended. A motion was made by Councilman Bloomfield and seconded by Vice-Mayor Pattison to approve the consent agenda consisting of the minutes of the regular meeting of July 27, 2020, and the request of the Ruritan Road Club to conduct a St. Jude's Children Motorcycle Ride on Saturday, August 29, 2020, at 11:00 a.m., as presented. Mayor Taylor inquired if there was any discussion on the motion to approve the consent agenda. 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: PUBLIC HEARINGS – ZONING ORDINANCE REVISIONS – SIDE YARD REGULATIONS

Mayor Taylor advised that the meeting constituted a public hearing (due notice having been given) to consider proposed revisions to various sections in the Town of Wytheville Zoning Ordinance regarding Yard Regulations – Side Yard Regulations, for the following Residential Zoning Districts: R-1, R-1A, R-1M, R-2, R-2FH, R-3 and R-3MH. Mayor Taylor stated that there are no citizens attending the meeting to address the Council regarding this public hearing, therefore, she would declare the public hearing closed and proceed with the agenda.

RE: PUBLIC HEARINGS – ZONING ORDINANCE REVISIONS – BUFFER YARD REGULATIONS

Mayor Taylor advised that the meeting constituted a public hearing (due notice having been given) to consider proposed revisions to Article XVI – General Provisions, Subsection 16-16 – Buffer Yard and Screening, Subsection 16-16.3 – Buffer Yard – When Required, of the Town of Wytheville Zoning Ordinance. Mayor Taylor stated that there are no citizens attending the meeting to address the Council regarding this public hearing, therefore, she would declare the public hearing closed and proceed with the agenda.

RE: CITIZENS' PERIOD

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

RE: OLD BUSINESS

Under Old Business, Town Manager Moore advised that he did not have anything to report to the Council.

RE: BUDGET AND FINANCE COMMITTEE REPORT

Councilman Bloomfield, reporting for the Budget and Finance Committee, stated that the Town has received the CARES Act funding from Wythe County in the amount of \$700,000. He explained that each Town department has been given an opportunity to identify expenses related to COVID-19 that they have or anticipate incurring. Councilman Bloomfield remarked that the Budget and Finance Committee recommends that once these expenditures are reviewed and approved by the Town Council that there be a transfer of this money from the General Fund to the CARES Fund. He explained that the Budget and Finance Committee understands that there may be a second round of CARES Act funding. Councilman Bloomfield advised that upon determining the exact total of this funding, it would be the recommendation of the Budget and Finance Committee to adopt the budget revisions. A motion was made by Councilman Bloomfield and seconded by Councilwoman Atkins to approve transferring the CARES funding in the amount of \$700,000 from the General Fund to the Fund 13 CARES Fund in the current year's budget. Mayor Taylor inquired if there was any discussion on the motion to approve transferring the CARES funding from the General Fund to the Fund 13 CARES Fund in the current year's 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, Mark J. Bloomfield, Holly E. Atkins, Gary L. Gillman. Against: None.

Councilman Bloomfield reported that the Virginia Department of Labor and Industry (VDOLI) adopted §16VAC25-220 Emergency Temporary Standard for Infectious Disease Prevention. He stated that the standard, like its title suggests, is temporary for six months. Councilman Bloomfield noted, however, VDOLI has indicated that it will be working on adopting a permanent standard before the next six months are up. He explained that the standard applies to all employers in the Commonwealth and requires that employers take certain actions to prevent the spread of COVID-19 in the workplace by implementing controls and training. Councilman Bloomfield remarked that the health of the Town's employees is of utmost importance, and over the next few weeks, Town staff will be working on assessing risks and implementing the appropriate standards. He stated that as the Town implements these standards, the Budget and Finance Committee will be reporting back to the Council. A copy of the Budget and Finance Committee report is attached and made part of these minutes.

RE: PUBLIC WORKS COMMITTEE REPORT

Vice-Mayor Pattison, reporting for the Public Works Committee, stated that since the inception of the Wayfinding Program, the Town has wanted to place wayfinding signs on US 21 south to indicate the route at Pump Hollow Road to the Crystal Springs Recreation Area. She noted that the signs have been fabricated and are awaiting installation. Vice-Mayor Pattison explained that the Town needs the permission of the Virginia Department of Transportation (VDOT) to install them on the right of way. She commented that to receive this permission, the Council must adopt a Land Use Permit Resolution. Vice-Mayor Pattison expressed that this resolution

provides that the Town will comply with permit requirements that are issued by VDOT and will carry liability insurance to protect VDOT from any damage sustained as a result of the installation. She advised that later in the meeting when this resolution is presented, the Public Works Committee would recommend that it be adopted so that the Town can begin the final stages of getting these wayfinding signs installed.

Vice-Mayor Pattison reported that the Town has had a Sewer Pretreatment Ordinance, since 1967, that is required by the Department of Environmental Quality (DEQ). She explained that this ordinance requires that businesses and industries pretreat their sewage so that they are not damaging to the Sewage Treatment Plant. Vice-Mayor Pattison noted that they are monitored so that the maximum levels or "limits" of damaging chemicals or products are permitted. She stated that when these limits are exceeded by an entity, the entity is fined. Vice-Mayor Pattison remarked that the ordinance is designed to allocate limits to each user such that the total of each sewage contaminant from the many users is not harmful to the Sewage Treatment Plant. She commented that DEQ has mandated that the Town upgrade their ordinance to include restrictions on pharmaceuticals. Vice-Mayor Pattison stated that these restrictions are included in the ordinance that will be presented later in the meeting. She advised that it is the recommendation of the Public Works Committee that the ordinance be adopted. A copy of the Public Works Committee report is attached and made part of these minutes.

Mayor Taylor inquired of the Public Works Committee if the recommendation is that the ordinance be adopted on the first and final reading. Vice-Mayor Pattison stated that is correct. Mayor Taylor advised that she would proceed with the agenda.

RE: NEW BUSINESS

Under New Business, Town Manager Moore reported the following:

1. The next Council Work Session will be held on Tuesday, August 11, 2020, at 7:00 a.m., in the Council Chambers.
2. The Wytheville Planning Commission will meet on Thursday, August 13, 2020, at 6:00 p.m., in the Council Chambers.
3. The New River Regional Water Authority will meet on Thursday, August 20, 2020, at 10:00 a.m., at the Water Treatment Plant in Austinville.
4. The Wytheville Board of Zoning Appeals will meet on Thursday, August 20, 2020, at 11:00 a.m., in the Council Chambers.

RE: APPOINTMENTS – WYTHEVILLE RECREATION COMMISSION

Mayor Taylor advised that the next agenda item is to consider the appointment of a youth member to the Wytheville Recreation Commission to fill the expired term of Ms. Brynne Mabry (term expired August 1, 2020). A motion was made by Vice-Mayor Pattison and seconded by Councilman Gillman to appoint Mr. Joseph K. Minton as a youth member to the Recreation Commission for a one year term, which expires August 1, 2021. Mayor Taylor inquired if there was any discussion on the motion to appoint Mr. Joseph Kade Minton as a youth member to the Recreation Commission. 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: APPOINTMENTS – WYTHEVILLE REDEVELOPMENT AND HOUSING AUTHORITY

Mayor Taylor advised that the next agenda item is to consider the reappointment of a member to the Wytheville Redevelopment and Housing Authority to fill the expiring term of Ms. Sharon Alexander (term expires September 8, 2020). A motion was made by Vice-Mayor Pattison and seconded by Councilman Bloomfield to reappoint Ms. Sharon Alexander to the Wytheville Redevelopment and Housing Authority for a four year term, which expires September 8, 2024. Mayor Taylor inquired if there was any discussion on the motion to reappoint Ms. Alexander to the Wytheville Redevelopment and Housing Authority. 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. 1385

Mayor Taylor presented Ordinance No. 1385, an ordinance amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, to amend Article VI-Residential District R-1, Subsection 6-5–Yard Regulations; Article VI-A–Residential District R-1A, Subsection 6-5A – Yard Regulations; Article VI-M – Residential District R-1M, Subsection 6-6M–Yard Regulations; Article VII – Residential District R-2, Subsection 7-5–Yard Regulations; Article VII-A-Residential District R-2FH, Subsection 7-5A–Yard Regulations; Article VIII–Residential District R-3, Subsection 8-5–Yard Regulations; and, Article VII-A–Residential District R-3MH, Subsection 8-5A–Yard Regulations, on first reading. She noted that this ordinance comes as a recommendation from the Planning Commission. A motion was made by Councilman Gillman and seconded by Vice-Mayor Pattison to adopt Ordinance No. 1385, an ordinance amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, to amend Article VI-Residential District R-1, Subsection 6-5–Yard Regulations; Article VI-A–Residential District R-1A, Subsection 6-5A – Yard Regulations; Article VI-M – Residential District R-1M, Subsection 6-6M–Yard Regulations; Article VII – Residential District R-2, Subsection 7-5–Yard Regulations; Article VII-A-Residential District R-2FH, Subsection 7-5A–Yard Regulations; Article VIII–Residential District R-3, Subsection 8-5–Yard Regulations; and, Article VII-A–Residential District R-3MH, Subsection 8-5A–Yard Regulations, 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 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, Mark J. Bloomfield, Holly E. Atkins, Gary L. Gillman

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1385 was adopted on first and final reading.

RE: ORDINANCE NO. 1386

Mayor Taylor presented Ordinance No. 1386, an ordinance amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, to amend Article XVI – General Provisions, Subsection 16-16 – Buffer Yards and Screening, Subsection 16-16.3 – Buffer Yards – When Required, on first reading. She noted that this ordinance also comes as a recommendation from the Planning Commission. A motion was made by Councilman Bloomfield

and seconded by Councilman Gillman to adopt Ordinance No. 1386, an ordinance amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, to amend Article XVI – General Provisions, Subsection 16-16 – Buffer Yards and Screening, Subsection 16-16.3 – Buffer Yards – When Required, 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, Mark J. Bloomfield, Holly E. Atkins, Gary L. Gillman

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1386 was adopted on first and final reading.

RE: ORDINANCE NO. 1387

Mayor Taylor presented Ordinance No. 1387, an ordinance amending and reenacting Chapter 16, Water, Sewers and Sewage Disposal, Article III. Water and Sewer Systems, Division 7. Industrial Wastes, by amending various sections, of the Code of the Town of Wytheville, Virginia, on first reading. She noted that this ordinance comes as a recommendation from the Public Works Committee. A motion was made by Vice-Mayor Pattison and seconded by Councilman Gillman to adopt Ordinance No. 1387, an ordinance amending and reenacting Chapter 16, Water, Sewers and Sewage Disposal, Article III. Water and Sewer Systems, Division 7. Industrial Wastes, by amending various sections, 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 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, Mark J. Bloomfield, Holly E. Atkins, Gary L. Gillman

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1387 was adopted on first and final reading.

RE: RESOLUTION – CRYSTAL SPRINGS DIRECTIONAL SIGNAGE

Mayor Taylor advised that the next agenda item is to consider a Land Use Permit Resolution for directional signage to the Crystal Springs Recreation Area. She continued to explain the resolution to the Council. Mayor Taylor advised that this resolution comes as a recommendation from the Public Works Committee. A motion was made by Vice-Mayor Pattison and seconded by Councilman Gillman to adopt a Land Use Permit Resolution for directional signage to the Crystal Springs Recreation Area. 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, Mark J. Bloomfield, Holly E. Atkins, Gary L. Gillman. Against: None.

RE: COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING

Town Manager Moore advised that the next agenda item is to set a public hearing for the August 24, 2020, Town Council meeting at 7:00 p.m., and to set a public input session on August 19, 2020, at 2:00 p.m. to receive public input on the Town's application to the Department of Housing and Community Development for Community Development Block Grant funding in the maximum amount of \$800,000 to be used for small business recovery assistance. It was the consensus of the Council to set a public hearing for the August 24, 2020, Town Council meeting at 7:00 p.m., and to set a public input session on August 19, 2020, at 2:00 p.m. to receive public input on the Town's application to the Department of Housing and Community Development for Community Development Block Grant funding in the maximum amount of \$800,000 to be used for small business recovery assistance.

RE: ADJOURNMENT

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:16 p.m.).

Beth A. Taylor, Mayor

Sharon G. Corvin, CMC, Town Clerk

BUDGET AND FINANCE COMMITTEE REPORT

AUGUST 10, 2020

1. We have received the CARES Act funding from Wythe County in the amount of \$700,000. Each Town department has been given an opportunity to identify expenses related to COVID-19 that they have or anticipate incurring. The Budget and Finance Committee recommends that once these expenditures are reviewed and approved by the Town Council that there be a transfer of this money from the General Fund to the CARES Fund. We understand that there may be a second round of CARES Act funding. Upon determining the exact total of this funding, it would be the recommendation of the Budget and Finance Committee to adopt the budget revisions.
2. The Virginia Department of Labor and Industry (VDOLI) adopted §16VAC25-220 Emergency Temporary Standard for Infectious Disease Prevention. The standard, like its title suggests, is temporary for six months. However, VDOLI has indicated that it will be working on adopting a permanent standard before the next six months are up. The standard applies to all employers in the Commonwealth and requires that employers take certain actions to prevent the spread of COVID-19 in the workplace by implementing controls and training. The health of our employees is of utmost importance, and over the next few weeks, our staff will be working on assessing risks and implementing the appropriate standards. As we implement these standards, we will be reporting back to the Council.

Mark J. Bloomfield

Holly E. Atkins

PUBLIC WORKS COMMITTEE REPORT

AUGUST 10, 2020

1. Since the inception of the Wayfinding Program, the Town has wanted to place wayfinding signs on US 21 south to indicate the route at Pump Hollow Road to the Crystal Springs Recreation Area. The signs have been fabricated and are awaiting installation. The Town needs the permission of the Virginia Department of Transportation (VDOT) to install them on the right of way. To receive this permission, the Council must adopt a Land Use Permit Resolution. This resolution provides that the Town will comply with permit requirements that are issued by VDOT and will carry liability insurance to protect VDOT from any damage sustained as a result of the installation. Later in the meeting when this resolution is presented, we would recommend that it be adopted so that we can begin the final stages of getting these wayfinding signs installed.
2. The Town has had a Sewer Pretreatment Ordinance since 1967 that is required by the Department of Environmental Quality (DEQ). This ordinance requires that businesses and industries pretreat their sewage so that they are not damaging to the sewage treatment plant. They are monitored so that the maximum levels or "limits" of damaging chemicals or products are permitted. When these limits are exceeded by an entity, the entity is fined. The ordinance is designed to allocate limits to each user such that the total of each sewage contaminant from the many users is not harmful to the Sewage Treatment Plant. DEQ has mandated that the Town upgrade their ordinance to include restrictions on pharmaceuticals. These

restrictions are included in the ordinance that will be presented later in the meeting. It is the recommendation of the Public Works Committee that the ordinance be adopted.

Cathy D. Pattison

Gary L. Gillman