

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, OCTOBER 9, 2017, AT 7:00 P.M.**

Members present: Trenton G. Crewe, Jr., Jacqueline K. King, Thomas F. Hundley, Joseph E. Hand, Jr., Beth A. Taylor

Others present: Town Manager C. Wayne Sutherland, Jr., Town Clerk Sharon G. Corvin, Town Attorney Christopher R. Menerick, Danny Gordon, Marie B. Bishop, Millicent Rothrock with *The Wytheville Enterprise*, Police Officer Chastity Russell

RE: CALL TO ORDER, QUORUM, PLEDGE

Mayor Crewe called the meeting to order and established that a quorum of Council members was present. The Pledge of Allegiance was led by Councilman Hand.

RE: CONSENT AGENDA

Mayor Crewe presented the consent agenda consisting of the minutes of the regular meeting of September 25, 2017. He inquired of the Council if there was a motion to approve the consent agenda as presented or to somehow be amended. A motion was made by Councilwoman Taylor and seconded by Councilman Hundley to approve the consent agenda consisting of the minutes of the regular meeting of September 25, 2017. Mayor Crewe 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: Trenton G. Crewe, Jr., Jacqueline K. King, Thomas F. Hundley, Joseph E. Hand, Jr., Beth A. Taylor. Against: None.

RE: CITIZENS' PERIOD

Mayor Crewe advised that no one attending had signed up to speak during Citizens' Period, however, if anyone comes in later during the meeting, he would reserve the right to revisit Citizens' Period. There being no one to address the Council during Citizens' Period, Mayor Crewe proceeded with the agenda.

RE: OLD BUSINESS

Under Old Business, Town Manager Sutherland reported the following:

1. A Council Work Session will be held on Tuesday, October 10, 2017, at 7:00 a.m., in the Council Conference Room.
2. The shredding event will be held on Saturday, October 14, 2017, from 10:00 a.m. - 2:00 p.m., in the Municipal Building parking lot. He noted that the Frontier Trail Settler Days will take place on October 14 and 15, 2017, at the Homestead Museum, located on Tazewell Street.
3. The New River Regional Water Authority will meet on Thursday, October 19, 2017, at 9:30 a.m., in the Council Chambers.
4. The Council Personnel Committee will meet on Friday, October 20, 2017, at 8:15 a.m., at the Heritage Preservation Center.

RE: BUDGET AND FINANCE COMMITTEE REPORT

Councilwoman Taylor, reporting for the Budget and Finance Committee, stated that as the Town moves forward with improvements in the downtown area, it has become obvious that merchants and other business operations in the downtown area could reasonably utilize some portions of the sidewalk for business activities. She noted that, obviously, any type of activity should not impede pedestrian traffic in any way, but some minimal use of the sidewalk area would be beneficial to businesses in that area. Councilwoman Taylor explained that, currently, the Town Code prohibits sidewalk sales and only allows them following approval by the Town Council. She remarked that the Council believes that it is worthwhile to amend the Town Code to the extent that it allows such sales to occur under certain stipulations. Councilwoman Taylor stated that later in the meeting, the Council will consider an ordinance that amends the Town Code and permits sales activities on the Town's sidewalks in the downtown area. She advised that it would be the recommendation of the Budget and Finance Committee that this ordinance be approved on the first of three readings.

Councilwoman Taylor, also, reported that now that autumn is upon the town, the leaves are starting to fall. She explained that, as usual, the Town has had several inquiries with regard to its annual Leaf Collection Program. Councilwoman Taylor stated that it is anticipated that Town forces will begin collecting leaves at the curbside around the first of November. She noted that leaves will be collected as they are deposited, but as the month progresses, the volume of leaves that will be collected will increase and the collection efforts will be oriented to a street by street collection method. Councilwoman Taylor explained that as the Town approaches this cleanup effort, the Council would like to remind Town citizens to rake the leaves up to the side of the street, but not into the street. She remarked that the accumulation of large quantities of leaves in the street tends to create traffic hazards. Councilwoman Taylor expressed that the Town's citizens should not pile any leaves into the street that will create any type of impediment to vehicular traffic. She stated that the Budget and Finance Committee would, also, like to note that the week of October 23-27 is brush pick up week. Councilwoman Taylor noted that the Committee would encourage citizens to get their brush out during this week because it is difficult to pick up any additional brush after the Leaf Collection Program begins. She remarked that the Council thinks that this is an extremely helpful program to its town citizens and would hope that everybody will attempt to comply with the regulations. A copy of the Budget and Finance Committee report is attached and made part of these minutes.

RE: PUBLIC WORKS COMMITTEE REPORT

Councilman Hundley, reporting for the Public Works Committee, stated that, recently, the Council approved a change to the Town Code authorizing a five dollar per summons assessment for tickets issued by the Town's Police Department. He noted that the revision to the Town Code originally noted the Circuit Court and the General District Court, but, inadvertently, did not cite the Juvenile and Domestic Relations Court. Councilman Hundley explained that, obviously, it is important that the Council identify all of the courts in which a summons could be issued. He remarked that the purpose of the five dollar assessment is to create a fund that will purchase equipment and software that will allow police officers to process tickets from their vehicle. Councilman Hundley expressed that with this new equipment, the summons will be developed and printed right in the vehicle and will simultaneously give notice to the appropriate court that the ticket was given. He stated that the Town also will have the appropriate equipment and software for the Parking Enforcement Officer, who, likewise, can issue tickets directly from his vehicle. Councilman Hundley commented that the Council would like to note that Wythe County is also imposing the same fees on tickets and is in the process of buying the equipment and software needed to implement the program. He advised that when the ordinance is considered later in the meeting, it would be the recommendation of the Public Works Committee that it be approved on first and final reading.

Councilman Hundley, also, reported that the Public Works Committee would like to report that a good bit of activity has been occurring in the downtown area. He stated that the milling and paving was originally scheduled to begin on October 2, 2017, and has now been delayed by the contractor until October 16, 2017. Councilman Hundley explained that with regard to the milling and paving in the downtown area, the Town has bid all of the line painting and traffic control measures along Main Street. He remarked that this work will be performed as soon as possible following the repaving. Councilman Hundley commented that the Public Works Committee would like to note that the Heritage Walk, between Main Street and Spring Street, is now essentially complete, and I think that everyone can agree that it is a very attractive portion of the trail. He stated that the work on the outdoor addition to the Farmers' Market is now complete, and the interior renovations to create restrooms are nearly complete. Councilman Hundley noted that Appalachian Power Company has removed the old light poles from the southside of Main Street, and the Town anticipates that they will install the new poles in the very near future. He remarked that the traffic signals are now all operational in the downtown area, and the contractor has been installing other amenities such as benches and waste receptacles. Councilman Hundley commented that there are a number of minor activities yet to be performed, but, in general, all of the significant construction work in the downtown has been performed. He explained that on a related item, Downtown Wytheville, Incorporated has just been awarded a \$60,000 grant from the Commonwealth of Virginia to assist with business development in the downtown area. Councilman Hundley stated that the Public Works Committee would note that the process to perform improvements in the downtown area has made an impact on everyone, but the Committee believes that in the long term it will greatly benefit the town's citizens. He advised that there are no actions required by the Council on any of these topics at this time. A copy of the Public Works Committee report is attached and made part of these minutes.

RE: ORDINANCE NO. 1329

Mayor Crewe presented Ordinance No. 1329, an ordinance amending and reenacting Chapter 13, Streets, Sidewalks and Improvements, Article II. Signs, Awnings, Etc., Over Sidewalks, Etc., Section 13-27. Signs, Awnings, Etc., Having Supports Implanted in Streets, Etc., of the Code of the Town of Wytheville, Virginia, on first reading. A motion was made by Councilwoman Taylor and seconded by Vice-Mayor King to approve Ordinance No. 1329, an ordinance amending and reenacting Chapter 13, Streets, Sidewalks and Improvements, Article II. Signs, Awnings, Etc., Over Sidewalks, Etc., Section 13-27. Signs, Awnings, Etc., Having Supports Implanted in Streets, Etc., of the Code of the Town of Wytheville, Virginia, on first, but not final, reading. Mayor Crewe inquired if there was any discussion on the motion to approve the ordinance on first, but not final, reading. There being none, the motion was approved with the following voting in favor and there being no opposition:

FOR: Trenton G. Crewe, Jr., Thomas F. Hundley, Jacqueline K. King, Joseph E. Hand, Jr., Beth A. Taylor

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1329 was approved on first, but not final, reading.

RE: ORDINANCE NO. 1330

Mayor Crewe presented Ordinance No. 1330, an ordinance amending and reenacting the Electronic Summons System Cost Assessment, on first reading. A motion was made by Councilman Hundley and seconded by Councilman Hand to suspend the rules and adopt Ordinance No. 1330, an ordinance amending and reenacting the Electronic Summons System Cost Assessment, on first and final reading. Mayor Crewe 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: Trenton G. Crewe, Jr., Thomas F. Hundley, Jacqueline K. King, Joseph E. Hand, Jr., Beth A. Taylor

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1330 was adopted on first and final reading. He noted that the ordinance is effective immediately.

RE: ADJOURNMENT

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:10 p.m.).

Trenton G. Crewe, Jr., Mayor

Sharon G. Corvin, CMC, Town Clerk

BUDGET AND FINANCE COMMITTEE REPORT

OCTOBER 9, 2017

1. As we move forward with improvements in the downtown area, it has become obvious that merchants and other business operations in the downtown area could reasonably utilize some portions of the sidewalk for business activities. Obviously, any type of activity should not impede pedestrian traffic in any way, but some minimal use of the sidewalk area would be beneficial to businesses in that area. Currently, the Town Code prohibits sidewalk sales and only allows them following approval by the Town Council. We believe that it is worthwhile to amend the Town Code to the extent that it allows such sales to occur under certain stipulations. Later in the meeting, the Council will consider an ordinance that amends the Town Code and permits sales activities on the Town's sidewalks in the downtown area. It would be the recommendation of the Budget and Finance Committee that this ordinance be approved on the first of three readings.
2. Now that autumn is upon us, the leaves are starting to fall. As usual, we have had several inquiries with regard to our annual Leaf Collection Program. It is anticipated that Town forces will begin collecting leaves at the curbside around the first of November. Leaves will be collected as they are deposited, but as the month progresses, the volume of leaves that will be collected will increase and the collection efforts will be oriented to a street by street collection method. As we approach this cleanup effort, we would like to remind Town citizens to rake the leaves up to the side of the street, but not into the street. The accumulation of

large quantities of leaves in the street tends to create traffic hazards. The Town's citizens should not pile any leaves into the street that will create any type of impediment to vehicular traffic. We would, also, like to note that the week of October 23 – 27 is brush pick up week. We would encourage citizens to get their brush out during this week because it is difficult to pick up any additional brush after the Leaf Collection Program begins. We think that this is an extremely helpful program to our town citizens and would hope that everybody will attempt to comply with the regulations.

Jacqueline K. King

Beth A. Taylor

PUBLIC WORKS COMMITTEE REPORT

OCTOBER 09, 2017

1. Recently, the Council approved a change to the Town Code authorizing a five dollar per summons assessment for tickets issued by the Town's Police Department. The revision to the Town Code originally noted the Circuit Court and the General District Court, but, inadvertently, did not cite the Juvenile and Domestic Relations Court. Obviously, it is important that we identify all of the courts in which a summons could be issued. The purpose of the five dollar assessment is to create a fund that will purchase equipment and software that will allow police officers to process tickets from their vehicle. With this new equipment, the summons will be developed and printed right in the vehicle and will simultaneously give notice to the appropriate court that the ticket was given. We also will have the appropriate equipment and software for the Parking Enforcement Officer, who, likewise, can issue tickets directly from his vehicle. We would like to note that Wythe County is also imposing the same fees on tickets and is in the process of buying the equipment and software needed to implement the program. When the ordinance is considered later in the meeting, it would be the recommendation of the Public Works Committee that it be approved on the first and final reading.
2. We would like to report that a good bit of activity has been occurring in the downtown area. The milling and paving was originally scheduled to begin on October 2, 2017, and has now been delayed by the contractor until October 16, 2017. With regard to the milling and paving in the downtown area, we have bid all of

the line painting and traffic control measures along Main Street. This work will be performed as soon as possible following the repaving. We would like to note that the Heritage Walk, between Main Street and Spring Street, is now essentially complete, and I think that everyone can agree that it is a very attractive portion of the trail. The work on the outdoor addition to the Farmers' Market is now complete, and the interior renovations to create restrooms are nearly complete. Appalachian Power Company has removed the old light poles from the southside of Main Street, and we anticipate that they will install the new poles in the very near future. The traffic signals are now all operational in the downtown area, and the contractor has been installing other amenities such as benches and waste receptacles. There are a number of minor activities yet to be performed, but, in general, all of the significant construction work in the downtown has been performed. On a related item, Downtown Wytheville, Incorporated has just been awarded a \$60,000 grant from the Commonwealth of Virginia to assist with business development in the downtown area. We would note that the process to perform improvements in the downtown area has made an impact on everyone, but we believe that in the long term it will greatly benefit the town's citizens. There are no actions required by the Council on any of these topics at this time.

Thomas F. Hundley

Joseph E. Hand, Jr.