

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL  
HELD IN THE COUNCIL CHAMBERS ON MONDAY, JANUARY 22, 2018, 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., Assistant Town Manager Stephen A. Moore, Town Clerk Sharon G. Corvin, Town Attorney Christopher R. Menerick, Becky Grubb, Rhonda Sechrest, Mark Bloomfield, Police Officer Lonnie Anders

**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 Councilwoman Taylor.

**RE: CONSENT AGENDA**

Mayor Crewe presented the consent agenda consisting of the minutes of the regular meeting of January 8, 2018, and the request of the Wytheville Lions Club for waiver of business license fees and inspection fees for the Annual Charity Carnival to be held on July 16 through 21, 2018. 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 Councilman Hundley and seconded by Councilwoman Taylor to approve the consent agenda consisting of the minutes of the regular meeting of January 8, 2018, and the request of the Wytheville Lions Club for waiver of business license fees and inspection fees for the Annual Charity Carnival to be held on July 16 through 21, 2018, as presented. 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 the next agenda item is Citizens' Period. He noted that no one stated on the sign in sheet that they wished to address the Council during Citizens' Period. He thanked everyone for attending the meeting. Mayor Crewe advised that there being no one to address the Council, he would proceed with the agenda.

**RE: OLD BUSINESS**

Under Old Business, Town Manager Sutherland reported the following:

1. The Council Work Session will be held on Tuesday, January 23, 2018, at 7:00 a.m., in the Council Conference Room.
2. The Homestead Board meeting will be held on Thursday, January 25, 2018, at 10:00 a.m., in Conference Room A.
3. The Joint Industrial Development Authority of Wythe County will meet on Thursday, January 25, 2018, at 3:00 p.m., in the Council Chambers.

**RE: BUDGET AND FINANCE COMMITTEE REPORT**

Councilwoman Taylor, reporting for the Budget and Finance Committee, stated that the Town has received a solicitation from the Friends of Southwest Virginia Partnership for funding both during the current budget year and for the upcoming budget year. She noted that the Friends of Southwest Virginia Partnership represents the Southwest Virginia Cultural Heritage Foundation, The Crooked Road and Southwest Virginia's Artisan Network. Councilwoman Taylor explained that the purpose of this organization is to facilitate tourism associated with these different types of venues in an effort to increase economic conditions, create jobs and facilitate additional tourism revenue. She remarked that the solicitation by "The Friends" in both the current year and the upcoming year is \$7,500 per budget year. Councilwoman Taylor stated that given that the Town is well into the current budget year, the Council does not feel that it should appropriate the entire amount this budget year. She advised that it is the recommendation of the Budget and Finance Committee that the Council appropriate \$2,500 for the remainder of FY 2017-18. Councilwoman Taylor noted that as the Council gets into the budget process for Fiscal Year 2018-19, it will make a determination as to the amount of an appropriation that would be appropriate. She explained that the Budget and Finance Committee would like to note that

Director of Tourism Rosa Jude is very actively involved with the governance of this organization, and it is her belief that they do, in fact, assist with the Town's tourism efforts. Councilwoman Taylor advised that if the Council concurs with this recommendation, the Budget and Finance Committee would ask Town Treasurer Michael Stephens to take the appropriate actions. A motion was made by Councilwoman Taylor and seconded by Vice-Mayor King to appropriate \$2,500 to the Friends of Southwest Virginia Partnership for funding during the current budget year and authorize the Town Treasurer to disburse the funds. Mayor Crewe inquired if there was any discussion on the motion to approve the appropriation of funds to the Friends of Southwest Virginia Partnership. 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.

Councilwoman Taylor, also, reported that at a recent Council Personnel Committee meeting, there was an inquiry with regard to employees being allowed to have firearms at the workplace. She stated that this was the result of the training that all of the employees had in regard to an active shooting situation in the workplace. Councilwoman Taylor noted that, currently, the Town's Personnel Policy prohibits the possession of a firearm by any employee on any Town owned property. She remarked that not only does this include the possession by the employee, but also includes a prohibition of a weapon in their vehicle located on municipal property. Councilwoman Taylor remarked that in the Town's research of Virginia law, the Town finds that State law permits firearms to be in the possession of an employee, as so long as the firearm is locked inside a vehicle and not readily available to the employee. She advised that it will be necessary to amend the Town's Personnel Policy such that it parallels the State law. Councilwoman Taylor explained that Town staff will prepare such a revision to the policy and the Committee will have it available for consideration at the next meeting of Council. 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 at the January 9, 2018, Council Work Session, Joint Industrial Development Authority Executive Director David Manley was present to give the Council an update on The Retail Coach Project. He noted that The Retail Coach Project began on May 15, 2017, and is a collaborative effort of the Town of Wytheville, Wythe County and the Town of Rural Retreat. Councilman Hundley commented that, currently, the Town is approximately seven months into this project, and more than half of the identified project phases have been completed. He expressed that the purpose of this project is for the Town to develop a variety of data that can be shared with potential businesses that may be interested in locating in one of the three jurisdictions. Councilman Hundley remarked that, thus far, the metro research, community core analysis, marketing and branding and GIST data platform have all been completed. He explained that during the next five months, there will be other recruitment plans developed and implemented. Councilman Hundley stated that already, representatives of The Retail Coach have presented data to a variety of businesses that have the potential and desire to locate in this area. He stated that their entire process should be completed in May 2018, at which time the Town will need to make a determination if their work has been fulfilled or if the Town desires to proceed further. Councilman Hundley expressed that the Joint Industrial Development Authority is administering this project, and the Town would encourage any property owners and/or developers who have questions or would like to promote buildings or sites to contact Mr. David Manley to provide that information. He advised that there is no other action that needs to be taken by the Council at this time, but the Public Works Committee did want everyone to be aware that this project was ongoing and there was positive progress occurring.

Councilman Hundley, also, reported that the Wytheville Planning Commission met this past Thursday and there were a number of topics on their agenda that may be of interest to the Town's citizens. He explained that, currently, the Town's Subdivision Ordinance requires that curb and gutter be installed on newly developed streets. Councilman Hundley remarked that the discussion before the Planning Commission is that a sidewalk would be required to be installed as a part of the development on at least one side of the street within a newly developed subdivision. Councilman Hundley commented that the Town is looking very carefully at the walkability of its community, and requiring these sidewalks to be developed as a part of a subdivision process would be important. He explained that the Council will set a public hearing on this matter later on in the meeting. Councilman Hundley stated, secondly, the Planning Commission is looking at revisions to the Zoning Ordinance that would allow a smaller residential dwelling. He noted that there is a growing trend in the country where smaller residential properties have less square footage than the Town's ordinance currently provides. Councilman Hundley remarked that no definitive requirements have been established yet, but it is a topic that will remain under review in the near future. He stated, finally, at the request of the Council, the Planning Commission agreed to hold a joint public hearing on February 8, 2018, to

consider certain amendments to the Zoning Ordinance that would allow breweries, microbreweries and distilleries to be located in B-1 Business and B-2 Business Zoning Districts. Currently, those activities are only permitted in the Downtown District as well as M-1 Industrial and M-2 Industrial Zoning Districts. Councilman Hundley advised that the public hearing to consider this revision will be held on February 8, 2018, at 7:00 p.m. A copy of the Public Works Committee report is attached and made part of these minutes.

**RE: ORDINANCE NO. 1333**

Mayor Crewe presented Ordinance No. 1333, an ordinance amending and reenacting Chapter 8, Motor Vehicles and Traffic, Article II. Local Vehicle License, Section 8-40. License Tags or Plates, Stickers or Decals, of the Code of the Town of Wytheville, Virginia, on second reading. Mayor Crewe explained the ordinance to the Council. Vice-Mayor King inquired of Mayor Crewe if there is a reason why the Council cannot adopt the ordinance on second and final reading. Mayor Crewe explained that the reason the Council is waiting to adopt the ordinance on third reading is because it will allow Town citizens time to adjust to the new location of the Town decal. A motion was made by Vice-Mayor King and seconded by Councilwoman Taylor to approve Ordinance No. 1333, an ordinance amending and reenacting Chapter 8, Motor Vehicles and Traffic, Article II. Local Vehicle License, Section 8-40. License Tags or Plates, Stickers or Decals, of the Code of the Town of Wytheville, Virginia, on second, but not final, reading. Mayor Crewe inquired if there was any discussion on the motion to adopt the ordinance on second, but not final, reading. Councilman Hundley inquired if the Council is clear as to whether or not the citizens are allowed to move their decal whenever they like. Mayor Crewe explained that he inquired of the State Police Lieutenant, and the answer was that either way the Town does this, the State inspection sticker and the Town decal sticker will be moved at different times, potentially. He noted that if there is a vehicle that bears a State inspection sticker through March 2018, that sticker would have to be moved to the left hand side of the windshield before April 1, 2018. Vice-Mayor King stated that the garage inspecting the vehicle will automatically take care of this when people have their vehicles inspected. Councilman Hundley stated that he is talking about the Town decal, and inquired if the Town citizens go ahead and move the Town decal after their inspection sticker is moved. Mayor Crewe commented that as long as the Town decal is on the windshield, the Town Police Officers do not care where it is located, at this time. Mayor Crewe continued to discuss the decal and inspection sticker requirements with the Council. Councilman Hundley inquired of Mayor Crewe if he were to have his inspection done today, is he allowed to move his Town decal, as well. Mayor Crewe stated that is correct. He noted that as long as the inspection sticker is relocated, the Town decal may also be relocated. Town Manager Sutherland advised that by the end of the day on April 15, 2019, all State and Town stickers and/or decals must be relocated to the left hand side of the windshield. A discussion ensued regarding the stickers and/or decals. Mayor Crewe inquired if there was any further discussion on the motion to approve the ordinance on second, 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., Jacqueline K. King, Thomas F. Hundley, Joseph E. Hand, Jr., Beth A. Taylor

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1333 was approved on second, but not final, reading.

**RE: PLANNING COMMISSION RECOMMENDATION - SUBDIVISION ORDINANCE REVISION**

Mayor Crewe advised the next agenda item is the recommendation from the Wytheville Planning Commission regarding amendments to the Town of Wytheville Subdivision Ordinance, Section 5, General Regulations, Subsection Streets, Subsection 5-18, Alignment and Layout, and to add Subsection 5-21A, Sidewalks. Mayor Crewe explained that this will require a public hearing, and the necessary advertising requirements can be made if the Council would like to set the public hearing for the February 12, 2018, Council meeting. He inquired if there was any objection to scheduling the public hearing for the February 12, 2018, Council meeting. It was the consensus of the Town Council to set a public hearing for the February 12, 2018, Town Council meeting to consider amendments to the Town of Wytheville Subdivision Ordinance, Section 5, General Regulations, Subsection Streets, Subsection 5-18, Alignment and Layout, and to add Subsection 5-21A, Sidewalks.

**RE: ADJOURNMENT**

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:17 p.m.).

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Trenton G. Crewe, Jr., Mayor

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Sharon G. Corvin, CMC, Town Clerk

## **BUDGET AND FINANCE COMMITTEE REPORT**

**JANUARY 22, 2018**

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the result of the training that all of the employees had in regard to an active shooting situation in the workplace. Currently, the Town's Personnel Policy prohibits the possession of a firearm by any employee on any Town owned property. Not only does this include the possession by the employee, but also include a prohibition of a weapon in their vehicle located on municipal property. In our research of Virginia law, we find that State law permits firearms to be in the possession of an employee, as so long as the firearm is locked inside a vehicle and not readily available to the employee. It will be necessary to amend the Town's Personnel Policy such that it parallels the State law. We will prepare such a revision to the policy and have it available for consideration at the next meeting of Council.

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Jacqueline K. King

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Beth A. Taylor

## **PUBLIC WORKS COMMITTEE REPORT**

**JANUARY 22, 2018**

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Thomas F. Hundley

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Joseph E. Hand, Jr.