

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, MARCH 26, 2018, AT 7:00 P.M.**

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

Members absent: Jacqueline K. King

Others present: Town Manager C. Wayne Sutherland, Jr., Assistant Town Manager Stephen A. Moore, Town Clerk Sharon G. Corvin, Town Attorney Christopher R. Menerick, Danny Gordon, Stacy Terry, Cathy D. Pattison, Rhonda Sechrest, Jeffrey Kyle, 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 Councilwoman Taylor.

RE: CONSENT AGENDA

Mayor Crewe presented the consent agenda consisting of the minutes of the regular meeting of March 12, 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 March 12, 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., 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 Mr. Danny Gordon stated on the sign in sheet that he wished to address the Council during Citizens' Period.

Mr. Danny Gordon was recognized and stated that it always amazes him at the efficiency of the Town Public Works Department when it comes to snow removal. He commented that with this being one of the biggest snows the area has had in a while, he felt like the Town Public Works Department did a super job. Mr. Gordon remarked that when he woke up Sunday morning, the streets were plowed. He continued to remark on the great job that he felt the Public Works Department did following the snow storm, and he wanted to express his appreciation in hopes that the message would be passed along to the employees. Mayor Crewe commented that he appreciated Mr. Gordon's comments. He noted that the Town employees worked throughout the night to clear the roads even with all of the traffic that was rerouted through town due to the wreck on the interstate. Mayor Crewe remarked that Town staff would be sure to pass Mr. Gordon's appreciation on to the Public Works Department. Mr. Gordon inquired if there would be a brush pickup in the future. Town Manager Sutherland stated that it is clear that there would need to be a brush pickup for the next two to three weeks. Mr. Gordon inquired of the Council about the power washing of the sidewalks, and if the sidewalks are going to be painted with mile markings for walkers and runners. Mayor Crewe stated that the Council has not discussed the painting of the sidewalks in great detail at this time. Discussion ensued regarding the painting of the sidewalks. Mayor Crewe thanked Mr. Gordon for his comments. He advised that there being no one to address the Council, he would proceed with the agenda, but that he would reserve the right to revisit Citizens' Period, if any other citizens arrived later in the meeting who wished to address the Council.

RE: OLD BUSINESS

Under Old Business, Town Manager Sutherland reported the following:

1. The Council Work Session will be held on Tuesday, March 27, 2018, at 7:00 a.m., in the Council Conference Room.
2. The Joint Industrial Development Authority of Wythe County will hold its Business Tenure Awards on Thursday, March 29, 2018, at 12:00 p.m., at the Bolling Wilson Hotel.

3. The Town will extend its brush pick up due to the winter storm. Town Manager Sutherland noted that he would ask that residents please place the brush along the street at their property for collection and not in or near the storm drains.

RE: BUDGET AND FINANCE COMMITTEE REPORT

Councilwoman Taylor, reporting for the Budget and Finance Committee, stated that this past week, the Council was pleased to be advised that the Virginia Department of Housing and Community Development had reviewed and accepted all of the Town's closeout documents on the Freedom Lane Housing Project. She noted that the Town received and administered grant funds from the Department of Housing and Community Development for sitework activities at the Freedom Lane Housing Project. Councilwoman Taylor explained that the notification indicates that the Town has met all of the technical and financial requirements set forth in the grant program. She commented that the only remaining condition left to fulfill in closing the project out completely is the submission of the Town's audit for Fiscal Year 2017 – 2018. Councilwoman Taylor stated that the Council was very pleased to help financially with the Freedom Lane Housing Project. She noted that the Budget and Finance Committee thinks that everyone will agree that it is an attractive housing development, and the Town is pleased that it was able to participate in providing quality housing for its citizens. Councilwoman Taylor advised that there are no other actions required by the Council, but the Budget and Finance Committee did want to report that the project grant review had been finalized.

Councilwoman Taylor, also, reported that the Budget and Finance Committee reported, at the last meeting, that the Town had received information about the renewal of its health insurance policy for employees. She stated that the Council has discussed this renewal at two of its Work Sessions, but the Council has not yet formulated a plan to move forward. Councilwoman Taylor explained that as the Council may recall, the renewal for the upcoming year includes a 10 percent rate increase. She commented that the Council is, currently, in the process of reviewing the amount of funds to be contributed by the Town for each employee's insurance benefit, as well as considering alternative programs and programs that focus on wellness. She remarked that as the Budget and Finance Committee reported, The Local Choice Program wants a response by April 1 of each year of the intent to renew the program. Councilwoman Taylor stated, also, they require that the Town specifies which programs it is going to offer and to provide evidence that the level of participation meets their requirements. She explained that given that the Council is not ready to make those specific determinations, the Committee believes that the Town needs to request an extension to the deadline. Councilwoman Taylor stated that requesting an extension is routine, and there are no negative connotations for seeking an extension with The Local Choice. She advised that the Budget and Finance Committee would ask that Town staff take the appropriate actions to obtain the extension. A discussion ensued regarding the health insurance from The Local Choice. It was the consensus of the Wytheville Town Council to ask Town staff to request an extension of the deadline regarding the renewal of the Town employees' health insurance from The Local Choice and report 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

Councilman Hundley, reporting for the Public Works Committee, stated that even though the Town has had a snowy beginning of spring 2018, the Public Works Committee knows that it is heading down the road to improved weather. He explained that as such, it will not be long until the Farmers' Market activities will be commencing. Councilman Hundley remarked that this past week, work continued on the facility, and there were crews placing the window units in the front of the building. He explained that, previously, the Town had finished the installation of bathroom facilities inside the Farmers' Market. Councilman Hundley commented that the Public Works Committee believes that for the opening this spring, everything will be in place for a good operational atmosphere at the Farmers' Market. He expressed that the Public Works Committee also thinks that it would be helpful if the District Three Transit Program could make arrangements to have a route that delivers patrons to the Farmers' Market on Saturdays during the growing season. Councilman Hundley stated that the Council feels that there are many patrons who would like to visit the market who do not have adequate transportation on Saturday mornings. He noted that the Council knows that the lack of drivers has been an issue in the past, but, hopefully, District Three can overcome that problem. Councilman Hundley advised that it would be the recommendation of the Public Works Committee that the Town request for District Three Governmental Cooperative to consider a transit route that would include the Farmers' Market on Saturday mornings during the growing season. A motion was made by Councilman Hundley and seconded by Councilman Hand to request District Three Governmental Cooperative to consider a Saturday transit route that would include the Farmers' Market during the growing season. Mayor Crewe 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: Trenton G. Crewe, Jr., Thomas F. Hundley, Joseph E. Hand, Jr., Beth A. Taylor. Against: None.

Councilman Hundley, also, reported that the Town has been working with Wythe County on the lease of the Spiller Annex building located on Tazewell Street. He explained that the purpose of this lease will be to provide additional space to the Department of Museums for museum programs, educational programs and storage. Councilman Hundley explained that the Town's negotiations with Wythe County, at this point, provide for a 40 year lease. He noted that the Town also leases Withers Park and other properties from the Wythe County School Board. Councilman Hundley expressed that the lease on those properties expires in 2031. He explained that it seemed reasonable to the Council that it attempt to make both leases run concurrently, and, as such, the Town has contacted the Wythe County School Board to request that its existing lease on Withers Park be amended to terminate in 2058, which is the same year that the lease will expire on the Spiller Annex building. Councilman Hundley remarked that the School Board noted that they are more than willing to consider this request, and Town Attorney Chris Menerick has now prepared information for the School Board's review. He advised that the Public Works Committee will provide the Town with updates as the School Board moves forward with reviewing this topic. A copy of the Public Works Committee report is attached and made part of these minutes.

RE: ORDINANCE NO. 1336

Mayor Crewe presented Ordinance No. 1336, an ordinance amending and reenacting Ordinance No. 1028, generally known as Personnel Rules, Regulations and Policies, of the Town of Wytheville, Virginia, so as to amend Section 2. Employment, Subsection 2.3 Workplace Violence, Subsection C. Definitions, and Subsection D. Procedures – General; and, Section 8. Discipline, Subsection 8.3 Disciplinary Offenses, Subsection C. First Offense – Dismissal, on third reading. Mayor Crewe inquired if there is a motion concerning Ordinance No. 1336. A motion was made by Councilwoman Taylor and seconded by Councilman Hand to adopt Ordinance No. 1336, an ordinance amending and reenacting Ordinance No. 1028, generally known as Personnel Rules, Regulations and Policies, of the Town of Wytheville, Virginia, so as to amend Section 2. Employment, Subsection 2.3 Workplace Violence, Subsection C. Definitions, and Subsection D. Procedures – General; and, Section 8. Discipline, Subsection 8.3 Disciplinary Offenses, Subsection C. First Offense – Dismissal, on third and final reading. Mayor Crewe inquired if there was any discussion on the motion to adopt the ordinance on third and final reading. A discussion ensued regarding the wording of the ordinance. Mayor Crewe inquired if there was any further discussion on the motion. 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, Joseph E. Hand, Jr., Beth A. Taylor

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1336 was adopted on third and final reading.

RE: ORDINANCE NO. 1337

Mayor Crewe presented Ordinance No. 1337, an ordinance amending and reenacting Chapter 12, Solid Waste Collection and Disposal, Article VI. Condition of Premises, Division 1. Generally, Section 12-77. Depositing of Filth, Garbage, Etc., on Land of Another, and Division 3. Unsanitary Accumulations of Refuse, Etc., Section 12-106. Duty of Owner of Property, of the Code of the Town of Wytheville, Virginia, on second reading. Mayor Crewe inquired if there is a motion concerning Ordinance No. 1337. A motion was made by Councilman Hundley and seconded by Councilman Hand to approve Ordinance No. 1337, an ordinance amending and reenacting Chapter 12, Solid Waste Collection and Disposal, Article VI. Condition of Premises, Division 1. Generally, Section 12-77. Depositing of Filth, Garbage, Etc., on Land of Another, and Division 3. Unsanitary Accumulations of Refuse, Etc., Section 12-106. Duty of Owner of Property, 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 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., Thomas F. Hundley, Joseph E. Hand, Jr., Beth A. Taylor

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1337 was approved on second, but not final, reading.

RE: RESOLUTIONS – GEORGE WYTHE HIGH SCHOOL SWIM TEAM AND WRESTLING TEAM

Mayor Crewe advised the next agenda item is resolutions honoring the George Wythe High School Swim Team and the George Wythe High School Wrestling Team. A motion was made by Councilman Hundley and seconded by Councilwoman Taylor to adopt the resolutions honoring the George Wythe High School Swim Team and the George Wythe High School Wrestling Team. Mayor Crewe inquired if there was any discussion on the motion to adopt the resolutions. 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, Joseph E. Hand, Jr., Beth A. Taylor. Against: None.

RE: ADJOURNMENT

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:15 p.m.).

Trenton G. Crewe, Jr., Mayor

Sharon G. Corvin, CMC, Town Clerk

BUDGET AND FINANCE COMMITTEE REPORT

MARCH 26, 2018

1. This past week, we were pleased to be advised that the Virginia Department of Housing and Community Development had reviewed and accepted all of the Town's closeout documents on the Freedom Lane Housing Project. The Town received and administered grant funds from the Department of Housing and Community Development for sitework activities at the Freedom Lane Housing Project. The notification indicates that we have met all of the technical and financial requirements set forth in the grant program. The only remaining condition left to fulfill in closing the project out completely is the submission of our audit for Fiscal Year 2017 – 2018.

We were very pleased to help financially with the Freedom Lane Housing Project. We think that everyone will agree that it is an attractive housing development, and we are pleased that we were able to participate in providing quality housing for our citizens. There are no other actions required by the Council, but we did want to report that the project grant review had been finalized.

2. We reported, at the last meeting, that the Town had received information about the renewal of its health insurance policy for employees. We have discussed this renewal at two of our Work Sessions, but we have not yet formulated a plan to move forward. As you may recall, the renewal for the upcoming year includes a 10 percent rate increase. We are, currently, in the process of reviewing the

amount of funds to be contributed by the Town for each employee's insurance benefit, as well as considering alternative programs and programs that focus on wellness. As we reported, The Local Choice Program wants a response by April 1 of each year of the intent to renew the program. Also, they require that the Town specifies which programs it is going to offer and to provide evidence that the level of participation meets their requirements. Given that we are not ready to make those specific determinations, we believe that we need to request an extension to the deadline. Requesting an extension is routine, and there are no negative connotations for seeking an extension with The Local Choice. We would ask that Town staff take the appropriate actions to obtain the extension.

Jacqueline K. King

Beth A. Taylor

PUBLIC WORKS COMMITTEE REPORT

MARCH 26, 2018

1. Even though we have had a snowy beginning of spring 2018, we know that we are heading down the road to improved weather. As such, it will not be long until the Farmers' Market activities will be commencing. This past week work continued on the facility, and there were crews placing the window units in the front of the building. Previously, we had finished the installation of bathroom facilities inside the Farmers' Market. We believe that for the opening this spring, everything will be in place for a good operational atmosphere at the Farmers' Market. We also think that it would be helpful if the District Three Transit Program could make arrangements to have a route that delivers patrons to the Farmers' Market on Saturdays during the growing season. We feel that that there are many patrons who would like to visit the market who do not have adequate transportation on Saturday mornings. We know that the lack of drivers has been an issue in the past, but, hopefully, District Three can overcome that problem. It would be the recommendation of the Public Works Committee that we request for District Three Governmental Cooperative to consider a transit route that would include the Farmers' Market on Saturday mornings during the growing season.
2. We have been working with Wythe County on the lease of the Spiller Annex building located on Tazewell Street. The purpose of this lease will be to provide additional space to our Department of Museums for museum programs, educational programs and storage. Our negotiations with Wythe County, at this point, provide for a 40 year

lease. The Town also leases Withers Park and other properties from the Wythe County School Board. The lease on those properties expires in 2031. It seemed reasonable to us that we attempt to make both leases run concurrently, and, as such, we have contacted the Wythe County School Board to request that our existing lease on Withers Park be amended to terminate in 2058, which is the same year that the lease will expire on the Spiller Annex building. The School Board noted that they are more than willing to consider this request, and Town Attorney Chris Menerick has now prepared information for the School Board's review. We will provide you with updates as the School Board moves forward with reviewing this topic.

Thomas F. Hundley

Joseph E. Hand, Jr.