

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, AUGUST 27, 2018, AT 7:00 P.M.**

Members present: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison

Others present: Town Manager C. Wayne Sutherland, Jr., Assistant Town Manager Stephen A. Moore, Town Clerk Sharon G. Corvin, Town Attorney Christopher R. Menerick, Carl W. King, Garnett Miller, Ayden Hundley, Annessia Hundley, Jeffrey Kyle, Tommy Hundley, Millicent Rothrock with *The Wytheville Enterprise*, Police 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 Vice-Mayor King.

RE: CONSENT AGENDA

Mayor Taylor presented the consent agenda consisting of the minutes of the regular meeting of August 13, 2018; the request of the Wythe Arts Council to hold an Art at the Crossroads event on the sidewalks and to close Main Street, between First and Tazewell/Church Streets, on Saturday, September 15, 2018, from 11:00 a.m. to 6:00 p.m.; the request of the American Cancer Society Relay for Life for waiver of fees for use of Withers Park on May 16-19, 2019, for the Relay for Life fundraiser; the request of Downtown Wytheville, Incorporated to conduct a 5K Zombie Run at 4:30 p.m. and to close Main Street, from 11th Street to 12th Street, beginning at 12:00 p.m. on Saturday, October 20, 2018, for the Zombie Run Events; and, the request of the Wytheville Fire Department to close Main Street and the appropriate side streets to conduct the Wytheville Fire Prevention Parade on Saturday, October 13, 2018, at 6:00 p.m. A motion was made by Councilman Bloomfield and seconded by Vice-Mayor King to approve the consent agenda consisting of the minutes of the regular meeting of August 13, 2018; the request of the Wythe Arts Council to hold an Art at the Crossroads event on the sidewalks and to close Main Street, between First and Tazewell/Church Streets, on Saturday, September 15, 2018, from 11:00 a.m. to 6:00 p.m.; the request of the American Cancer Society Relay for Life for waiver of fees for use of Withers Park on May 16-19, 2019, for the Relay for Life fundraiser; the request of Downtown Wytheville, Incorporated to conduct a 5K Zombie Run at 4:30 p.m. and to close Main Street, from 11th Street to 12th Street, beginning at 12:00 p.m. on Saturday, October 20, 2018, for the Zombie Run Events; and, the request of the Wytheville Fire Department to close Main Street and the appropriate side streets to conduct the Wytheville Fire Prevention Parade on Saturday, October 13, 2018, at 6:00 p.m., as presented. Mayor Taylor inquired if there was any discussion on the motion to approve the consent agenda, as presented. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison. Against: None.

RE: CITIZENS' PERIOD – PRESENTATION OF RESOLUTION

Mayor Taylor advised the next agenda item is the presentation of a resolution to Thomas F. Hundley. She stated that the resolution read as follows:

RESOLUTION

WHEREAS, the Town Council of the Town of Wytheville, Virginia, desires to express its appreciation for the service of Councilman Thomas F. Hundley to the Wytheville Town Council; and,

WHEREAS, Councilman Hundley is deserving of meritorious recognition for his outstanding public service; and,

WHEREAS, Councilman Hundley is a highly respected and successful businessman who owns and operates a local State Farm Insurance Agency; and,

WHEREAS, Councilman Hundley is involved in various community organizations including the Wytheville Community Educational Foundation Board and the Wytheville Fraternal Lodge #42; and,

WHEREAS, Councilman Hundley served the Town of Wytheville for a period of eight years from July 1, 2010, to June 30, 2018; and,

WHEREAS, during Councilman Hundley's term, he served on the Public Works Committee, the District Three Governmental Cooperative, the Wytheville Redevelopment and Housing Authority, the New River Regional Water Authority and Downtown Wytheville, Incorporated; and,

WHEREAS, Councilman Hundley worked diligently in developing services and projects that would be of benefit to the Town citizens including major infrastructure projects, the Heritage Walk Project and the East Main Street Project; and,

WHEREAS, Councilman Hundley was instrumental in the revitalization of downtown Wytheville, and he devoted countless hours to this endeavor; and,

WHEREAS, the Wytheville Town Council, through the adoption of this resolution, expresses its utmost esteem, respect and appreciation.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Wytheville, Virginia, officially commends Councilman Thomas F. Hundley for his outstanding and dedicated service to the Town.

BE IT FURTHER RESOLVED that the Town Council of the Town of Wytheville, Virginia, extends to Councilman Hundley its best wishes for future successes.

Mayor Taylor requested that former Councilman Thomas F. Hundley come forward for the presentation of the resolution and to have a photo taken. Mr. Hundley thanked the Council for the resolution.

RE: CITIZENS' PERIOD

Mayor Taylor advised that the next agenda item is Citizens' Period. She noted that no one indicated on the sign in sheet that they wished to address the Council during Citizens' Period, therefore, she 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, August 28, 2018, at 7:00 a.m., in the Council Conference Room.
2. The Town of Wytheville Municipal Offices will be closed and all services curtailed on Monday, September 3, 2018, in observance of the Labor Day holiday. He noted that the Council would discuss the Work Session schedule for the week of September 4 during the Work Session meeting tomorrow morning.

RE: BUDGET AND FINANCE COMMITTEE REPORT

Councilwoman Pattison, reporting for the Budget and Finance Committee, stated that, recently, the Council learned that there was an additional financial tool available to the Town that could provide more interest earnings on its reserve funds. She remarked that this service is now being provided by the Virginia Investment Pool Trust Fund, which was created under provisions in the Virginia State Code. Councilwoman Pattison explained that under the provisions of the Code, it is required that any participating jurisdiction adopt a Trust Fund Agreement, a Joinder Agreement and an Investment Pool Ordinance. She commented that the Investment Pool is a very secure mechanism for the Town to place its reserves, and the Council has found out that, apparently, the fund is very liquid in that money invested in the Pool can be accessed almost immediately. Councilwoman Pattison explained that the Budget and Finance Committee believes that it would be in the Town's best interest to have this tool available for the Treasurer to use in his investment activities. She advised that later in the meeting, the Council will consider an ordinance providing for the participation in the Pool, and the Budget and Finance Committee would recommend that the Council approve this ordinance on first and final reading. Councilwoman Pattison stated that the Budget and Finance Committee would, also, move that if any other documents needed to be executed for participation in the fund, the Town Manager, Town Attorney or Town Treasurer be authorized to proceed with those signatures on the Town's behalf. A motion was made by Councilwoman Pattison and seconded by Vice-Mayor King to authorize the Town Manager, Town Attorney and Town Treasurer to execute any necessary documents for participation in the Virginia Investment Pool Trust Fund. Mayor Taylor inquired if there was any discussion on the motion to authorize the Town Manager, Town Attorney and Town Treasurer to execute any necessary documents. There being none, the motion was

approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison. Against: None.

Councilwoman Pattison, also, reported that the Council has had recent questions about fees collected by the Town for subdivisions, which often are nothing more than a lot line revision. She explained, therefore, it has been the practice of the Town to permit property owners to make such lot line revisions at no expense provided that there is no business entity involved. Councilwoman Pattison noted that for business entities, the Town has been charging the normal \$300.00 fee. She remarked that the Council agrees that this policy needs to be more uniform, and it is the recommendation of the Budget and Finance Committee that any lot line revision that can be handled administratively to have a fee associated with that process of \$25.00, and that any subdivision and/or lot line revisions requiring a review by the Planning Commission be charged the standard \$300.00 fee for the first two lots, and \$10.00 for each additional lot. Councilwoman Pattison advised that if the Council concurs, the Budget and Finance Committee would ask that the Committee offer a motion that such a policy be adopted and implemented immediately. A motion was made by Councilwoman Pattison and seconded by Vice-Mayor King to adopt a policy that all lot line subdivisions that are handled administratively will have a \$25 fee, while any other subdivisions and/or lot line revisions requiring approval by the Planning Commission will have a fee of \$300 for the first two lots and \$10 for each additional lot. Mayor Taylor inquired if there was any discussion on the motion to adopt the policy. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison. Against: None.

Councilwoman Pattison reported that during the last fiscal year, a project was initiated at the Willow Brook Jackson/Umberger Homestead Museum property to construct a harness and woodworking shop on the property. She explained that the work is nearing completion, but the funds that were available during the past budget need to be appropriated into the current year's budget. Councilwoman Pattison noted that the total value of funds to be appropriated for this project is \$15,000. She advised, therefore, it is the recommendation of the Budget and Finance Committee that the Council authorize Town Treasurer Stephens to amend and appropriate the current year's budget for the Homestead in the amount of \$15,000. A motion was made by Councilwoman Pattison and seconded by Vice-Mayor King to authorize the Town Treasurer to amend the current year's budget and appropriate \$15,000 to construct a harness and woodworking shop on the Willow Brook Jackson/Umberger Homestead Museum property. Mayor Taylor inquired if there was any discussion on the motion to authorize the Town Treasurer to amend 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, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison. Against: None. A copy of the Budget and Finance Committee report is attached and made part of these minutes.

RE: PUBLIC WORKS COMMITTEE REPORT

Councilman Bloomfield, reporting for the Public Works Committee, stated that the Town developed its annual milling and paving schedule, and bids were received on August 7, 2018. He noted that the schedule for this year consisted of 5,205 tons of asphalt paving, as well as 19,071 square yards of milling. Councilman Bloomfield remarked that the low bid of \$556,376 was submitted by W&L Construction and Paving, Incorporated. He commented that this year's budget contains \$500,000 for milling and paving, and it will be necessary to determine if the Council needs to reduce the scope of its paving schedule or to accept the bid as presented. Councilman Bloomfield explained that this is a topic that the Council can determine as it moves forward. He stated that it is important, however, that the Council proceed with awarding the contract, and it would be the recommendation of the Public Works Committee that W&L Construction and Paving, Incorporated be awarded a contract and that the Town Manager execute all documents necessary to commence this work. Councilman Bloomfield stated that as the Council moves forward, it will make a determination on maintaining and/or reducing the scope of the project. A motion was made by Councilman Bloomfield and seconded by Councilman Hand to award the milling and paving contract to W&L Construction and Paving, Incorporated and to authorize the Town Manager to execute all necessary documents for this contract. Mayor Taylor inquired if there was any discussion on the motion to award the milling and paving contract to W&L Construction and Paving, Incorporated and to authorize the Town Manager to execute the necessary documents for the contract. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison. Against: None.

Councilman Bloomfield, also, reported that last year, the Town Code was amended to the extent that it provided that all lots in Town must be mowed at least three times per year, once before

May 15, once before July 15 and once before August 15. He explained that the Public Works Committee has found that as a matter of practicality, it would be better if the third mowing was stipulated prior to September 15. Councilman Bloomfield stated, as such, this will require a revision to Section 12-91 of the Town Code to make such an amendment. He noted that, in addition, the Public Works Committee thinks that it is worthwhile that there be certain civil and/or criminal penalties available to the Town to assess on violators for not mowing their property. Councilman Bloomfield explained that the ordinance, as it is proposed, would provide such language. He stated that later in the meeting, the Council will consider an ordinance that would amend the Town Code and provide for such revisions. Councilman Bloomfield advised that it would be the recommendation of the Public Works Committee that the ordinance be approved.

Councilman Bloomfield reported that the Town Council wanted to take this opportunity to advise the citizens that the Town of Wytheville has initiated a new walking program. He explained that Mayor Beth Taylor has scheduled times in September and October where citizens are invited to walk with her at various locations throughout the community and have the opportunity to converse about current topics. Councilman Bloomfield commented that the specific schedules are posted on the Town's website, as well as the Town's Facebook page. He noted that the Council encourages everyone to view the schedule and participate in these healthy, informative activities as much as possible. A copy of the Public Works Committee report is attached and made part of these minutes.

RE: APPOINTMENTS – WYTHEVILLE RECREATION COMMISSION

Mayor Taylor advised that the next agenda item is to consider an appointment of a youth member to the Wytheville Recreation Commission to fill the expiring term of Ms. Kaitlin Taylor (term expires October 1, 2018). She explained that Ms. Taylor is not eligible for reappointment. Mayor Taylor inquired if there is a motion concerning the appointment of a member to the Wytheville Recreation Commission to fill the expiring term of Ms. Kaitlin Taylor. A motion was made by Vice-Mayor King and seconded by Councilman Hand to appoint Ms. Mary Katherine Claypool to the Wytheville Recreation Commission as a youth member for a one year term, which expires October 1, 2019. Mayor Taylor inquired if there was any discussion on the motion to appoint Ms. Claypool to the Wytheville Recreation Commission. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison. Against: None.

RE: ORDINANCE NO. 1342

Mayor Taylor presented Ordinance No. 1342, an ordinance amending and reenacting Chapter 9, Offenses – Miscellaneous, by Repealing Section 9-18. Noise, under Article 1. In General, and by adding Article V. Noise, Subsection 9-110. Declaration of Policy; Subsection 9-111. Definitions; Subsection 9-112. Excessive Noise-Punishments; Subsection 9-113. Same - Specific Prohibitions; Subsection 9-114. Same-Exceptions; Subsection 9-115. Reserved; Subsection 9-116. Same-Permit for Use for Mass Outdoor Social Gathering; Subsection 9-117. Reserved; Subsection 9-118. Other Enforcement, of the Code of the Town of Wytheville, Virginia, on second reading. A motion was made by Vice-Mayor King and seconded by Councilman Hand to approve Ordinance No. 1342, an ordinance amending and reenacting Chapter 9, Offenses – Miscellaneous, by Repealing Section 9-18. Noise, under Article 1. In General, and by adding Article V. Noise, Subsection 9-110. Declaration of Policy; Subsection 9-111. Definitions; Subsection 9-112. Excessive Noise-Punishments; Subsection 9-113. Same - Specific Prohibitions; Subsection 9-114. Same-Exceptions; Subsection 9-115. Reserved; Subsection 9-116. Same-Permit for Use for Mass Outdoor Social Gathering; Subsection 9-117. Reserved; Subsection 9-118. Other Enforcement, of the Code of the Town of Wytheville, Virginia, on second, but not final, reading. Mayor Taylor 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: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1342 was approved on second, but not final, reading.

RE: ORDINANCE NO. 1343

Mayor Taylor presented Ordinance No. 1343, an ordinance amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, to rezone certain properties located on the south side of Chapman Road, generally bounded by the Norfolk Southern Railroad, Edgemont Road and Echo Valley Road, and, one parcel to the east of Echo Valley Road, from MA-1 Medical Arts and R-2 Residential to B-2 Business, on second reading. A motion was made by Councilman Hand and seconded by Vice-Mayor King to approve Ordinance No. 1343, an ordinance amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, to rezone certain properties located on the south side of Chapman Road, generally bounded by the Norfolk Southern Railroad, Edgemont Road and Echo Valley Road, and, one parcel to the east of Echo Valley Road, from MA-1 Medical Arts and R-2 Residential to B-2 Business, on second, but not final, reading. Mayor Taylor 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: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1343 was approved on second, but not final, reading.

RE: ORDINANCE NO. 1345

Mayor Taylor presented Ordinance No. 1345, an ordinance to Authorize Participation by the Town of Wytheville in the VACO/VML Investment Pool for the Purpose of Investing in Accordance with Section 2.2-4501 et. seq. and 15.2-1300, of the Virginia Code, on first reading. Mayor Taylor noted that this ordinance comes as a recommendation from the Budget and Finance Committee. A motion was made by Councilwoman Pattison and seconded by Vice-Mayor King to suspend the rules and adopt Ordinance No. 1345, an ordinance to Authorize Participation by the Town of Wytheville in the VACO/VML Investment Pool for the Purpose of Investing in Accordance with Section 2.2-4501 et. seq. and 15.2-1300, of the Virginia Code, 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, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1345 was adopted on first and final reading.

RE: ORDINANCE NO. 1346

Mayor Taylor presented Ordinance No. 1346, an ordinance amending and reenacting Chapter 12, Solid Waste Collection and Disposal, Article VI. Condition of Premises, Division 2. Removal of Weeds, Etc., Section 12-91. Duty of Owner of Property, of the Code of the Town of Wytheville, Virginia, on first reading. Mayor Taylor noted that this ordinance comes as a recommendation from the Public Works Committee. Vice-Mayor King inquired if there is any reason why the ordinance could not be adopted on first and final reading. Town Manager Sutherland advised that there would not be any reason why the ordinance could not be adopted on first and final reading at this meeting. A motion was made by Vice-Mayor King and seconded by Councilman Bloomfield to suspend the rules and adopt Ordinance No. 1346, an ordinance amending and reenacting Chapter 12, Solid Waste Collection and Disposal, Article VI. Condition of Premises, Division 2. Removal of Weeds, Etc., Section 12-91. Duty of Owner of Property, 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, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1346 was adopted on first and final reading.

RE: RESOLUTION – PROGRESS PARK CONNECTOR ROAD

Mayor Taylor advised the next agenda item is a resolution supporting the Progress Park Connector Road. She explained that Wythe County sent the resolution to the Town requesting the Town Council to endorse the Progress Park Connector Road. Mayor Taylor continued to explain what the resolution contains. A motion was made by Vice-Mayor King and seconded by Councilman Hand to adopt a resolution supporting the Progress Park Connector Road. 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, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison. Against: None.

RE: PLANNING COMMISSION RECOMMENDATION – WATSON SPECIAL EXCEPTION PERMIT REQUEST

Mayor Taylor advised the next agenda item is a recommendation from the Planning Commission regarding the request of Ms. Alma Watson for a special exception permit to operate a bed and breakfast and a conference and meeting center at 580 Withers Road, which is located on the north side of Withers Road between Seventh and Ninth Streets, in an R-1M Residential Zoning District. She noted that the recommendation from the Planning Commission is to deny the request. Mayor Taylor advised that it will be necessary to set a public hearing to consider this request, which can be held at the September 24, 2018, Town Council meeting. A motion was made by Vice-Mayor King and seconded by Councilman Hand to accept the Planning Commission's recommendation to deny the request of Ms. Alma Watson for a special exception permit to operate a bed and breakfast and a conference and meeting center at 580 Withers Road, which is located on the north side of Withers Road between Seventh and Ninth Streets, in an R-1M Residential Zoning District. Councilman Bloomfield inquired of Mayor Taylor if the Council is dispensing of the public hearing. Mayor Taylor stated that the motion is to dispense of the public hearing. Mayor Taylor inquired if there was any further discussion on the motion to accept the Planning Commission's recommendation to deny Ms. Watson's request for a special exception permit. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison. Against: None. A discussion ensued regarding whether or not the Town Council would need to schedule a public hearing for Ms. Watson's request. Town Manager Sutherland stated that he thought it was in the legislative purview to not hold a public hearing. He remarked that he would refer the question to Town Attorney Menerick. Mayor Taylor inquired of Town Attorney Menerick if it is legal for the Town Council to not schedule a public hearing for the request since the Planning Commission has recommended to deny the request. Town Attorney Menerick advised that he did not know if it was legal. He remarked that he thinks the Council would be okay to not hold a public hearing because a public hearing was held at the Planning Commission meeting. A discussion ensued regarding whether or not a public hearing is required by the Town Council for such a request. Councilman Hand stated that he feels like that since a sign has been posted in Ms. Watson's yard stating the date of the Town Council public hearing, it might be a good idea to continue with the public hearing. Councilman Bloomfield expressed that since there is a sign up, he feels like it has been advertised, therefore, he agrees with Councilman Hand, and he feels like the Council should proceed with the public hearing. Town Manager Sutherland stated that it will certainly not hurt anything to hold the public hearing. A motion was made by Councilman Hand and seconded by Councilman Bloomfield to set a public hearing for the September 24, 2018, Town Council meeting, at 7:00 p.m., in the Council Chambers, to consider the recommendation of the Planning Commission regarding the request of Ms. Alma Watson for a special exception permit to operate a bed and breakfast and a conference and meeting center at 580 Withers Road, which is located on the north side of Withers Road between Seventh and Ninth Streets, in an R-1M Residential Zoning District. Mayor Taylor inquired if there was any discussion on the motion to set the public hearing for September 24, 2018. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Mark J. Bloomfield, Cathy D. Pattison. Against: None.

RE: ADJOURNMENT

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:30 p.m.).

Beth A. Taylor, Mayor

Sharon G. Corvin, CMC, Town Clerk

BUDGET AND FINANCE COMMITTEE REPORT

AUGUST 27, 2018

1. Recently, we learned that there was an additional financial tool available to the Town that could provide more interest earnings on our reserve funds. This service is now being provided by the Virginia Investment Pool Trust Fund, which was created under provisions in the Virginia State Code. Under the provisions of the Code, it is required that any participating jurisdiction adopt a Trust Fund Agreement, a Joinder Agreement and an Investment Pool Ordinance. The Investment Pool is a very secure mechanism for the Town to place its reserves, and we have found out that, apparently, the fund is very liquid in that money invested in the Pool can be accessed almost immediately. We believe that it would be in the Town's best interest to have this tool available for the Treasurer to use in his investment activities. Later in the meeting, the Council will consider an ordinance providing for the participation in the Pool, and the Budget and Finance Committee would recommend that the Council approve this ordinance on first and final reading. We would, also, move that if any other documents needed to be executed for participation in the fund, the Town Manager, Town Attorney or Town Treasurer be authorized to proceed with those signatures on the Town's behalf.
2. We have had recent questions about fees collected by the Town for subdivisions, which often are nothing more than a lot line revision. Therefore, it has been the practice of the Town to permit property owners to make such lot line revisions at

no expense provided that there is no business entity involved. For business entities, we have been charging the normal \$300.00 fee. We agree that this policy needs to be more uniform, and it is the recommendation of the Budget and Finance Committee that any lot line revision that can be handled administratively to have a fee associated with that process of \$25.00, and that any subdivision and/or lot line revisions requiring a review by the Planning Commission be charged the standard \$300.00 fee for the first two lots, and \$10.00 for each additional lot. If the Council concurs, we would ask that we offer a motion that such a policy be adopted and implemented immediately.

3. During the last fiscal year, a project was initiated at the Willow Brook Jackson/Umberger Homestead Museum property to construct a harness and woodworking shop on the property. The work is nearing completion, but the funds that were available during the past budget need to be appropriated into the current year's budget. The total value of funds to be appropriated for this project is \$15,000. Therefore, it is the recommendation of the Budget and Finance Committee that we authorize Town Treasurer Stephens to amend and appropriate the current year's budget for the Homestead in the amount of \$15,000.

Jacqueline K. King

Cathy D. Pattison

PUBLIC WORKS COMMITTEE REPORT

AUGUST 27, 2018

1. The Town developed its annual milling and paving schedule, and bids were received on August 7, 2018. The schedule for this year consisted of 5,205 tons of asphalt paving, as well as 19,071 square yards of milling. The low bid of \$556,376 was submitted by W&L Construction and Paving, Incorporated. This year's budget contains \$500,000 for milling and paving, and it will be necessary to determine if we need to reduce the scope of our paving schedule or to accept the bid as presented. This is a topic that we can determine as we move forward. It is important, however, that we proceed with awarding the contract, and it would be the recommendation of the Public Works Committee that W&L Construction and Paving, Incorporated be awarded a contract and that the Town Manager execute all documents necessary to commence this work. As we move forward, we will make a determination on maintaining and/or reducing the scope of the project.
2. Last year, the Town Code was amended to the extent that it provided that all lots in Town must be mowed at least three times per year, once before May 15, once before July 15 and once before August 15. We have found that as a matter of practicality, it would be better if the third mowing was stipulated prior to September 15. As such, this will require a revision to Section 12-91 of the Town Code to make such an amendment. In addition, we think that it is worthwhile that there be certain civil and/or criminal penalties available to the Town to assess on violators for not mowing their property. The ordinance, as it is proposed, would provide such

language. Later in the meeting, the Council will consider an ordinance that would amend the Town Code and provide for such revisions. It would be the recommendation of the Public Works Committee that the ordinance be approved.

3. We wanted to take this opportunity to advise our citizens that the Town of Wytheville has initiated a new walking program. Mayor Beth Taylor has scheduled times in September and October where citizens are invited to walk with her at various locations throughout the community and have the opportunity to converse about current topics. The specific schedules are posted on the Town's website, as well as the Town's Facebook page. We encourage everyone to view the schedule and participate in these healthy, informative activities as much as possible.

Joseph E. Hand, Jr.

Mark J. Bloomfield