

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL  
HELD IN THE COUNCIL CHAMBERS ON MONDAY, MARCH 11, 2019, 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, Police Officer Chastity Russell, Police Intern Latricia Young

**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 February 25, 2019, and the request of the American Association of University Women, Wytheville Branch, for issuance of a raffle permit for calendar year 2019. Mayor Taylor inquired if there is a motion to approve the consent agenda as presented or to somehow be amended. A motion was made by Councilwoman Pattison and seconded by Councilman Hand to approve the consent agenda consisting of the minutes of the regular meeting of February 25, 2019, and the request of the American Association of University Women, Wytheville Branch, for issuance of a raffle permit for calendar year 2019, 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**

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

**RE: OLD BUSINESS**

Under Old Business, Town Manager Sutherland reported the following:

1. The next Council Work Session will be held on Tuesday, March 12, 2019, at 7:00 a.m., in the Council Conference Room.
2. The Public Works Committee was tentatively scheduled to meet on Wednesday, March 13, 2019, however, the Committee has decided to meet on Tuesday, March 12, 2019, after the Council Work Session.
3. The next Council Work Session will be held on Thursday, March 14, 2019, at 7:30 a.m., in the Council Conference Room.
4. The Wytheville Planning Commission will hold a Work Session at 5:00 p.m. on Thursday, March 14, 2019, before their regularly scheduled meeting at 6:00 p.m., in the Council Chambers.
5. The Council Personnel Committee will meet on Friday, March 15, 2019, at 8:15 a.m., in Conference Room B of the Municipal Building.
6. The New River Regional Water Authority will meet on Thursday, March 21, 2019, at 10:00 a.m., in the Council Chambers.

**RE: BUDGET AND FINANCE COMMITTEE REPORT**

The Budget and Finance Committee report was entered into the record as follows:

The Council has begun the process of reviewing information that will be used in the development of the budget for Fiscal Year 2019-2020. In the coming weeks, we will be reviewing the information submitted by the department heads, and we have requested each department head to attend the Work Sessions to explain their requests. Our instructions to the

department heads were to tabulate their proposed budgets by reviewing each line item in a particular category. Similar to prior years, these categorical areas are normal operations, capital outlay and personnel expenses. We now need to develop a budget adoption calendar for FY 2019-20. We would propose that the first reading of the budget be considered at the May 13, 2019, meeting. We would propose that the budget be considered on second reading, as well as conduct the public hearing, at the Tuesday, May 28, 2019, meeting of Council, with the final reading and adoption of the budget at the June 10, 2019, meeting. If the Council concurs, we will publish this calendar as the adoption schedule.

We have now received our renewal information from The Local Choice. The Local Choice is the health insurance program administered by the Commonwealth of Virginia. Currently, The Local Choice uses Anthem as the provider for insurance services. The Town has been with the State program for many years because it provides an opportunity for the Town to participate in a large pool of employers. Our health insurance premiums are, primarily, based on the value of the claims in the prior year. This next year, Anthem advises that because of claims during this prior year, the Town's insurance premium will increase by 2.8 percent. According to The Local Choice, the most growing portion of medical insurance relates to prescription drugs. This is a nationwide phenomenon. The 2.8 percent rate increase is a budgetary matter that will be addressed as we move forward. The State requires that participating governments declare their intent to renew by April 1 of each year. The regulations, also, require that a declaration be made of what policies will be provided to employees. We believe that our health insurance is a very valuable benefit to our employees, and we will carefully assess the programs that will be offered and the extent to which the Town will participate in the ratio of the amount of premium paid by the Town and the amount that is paid by the employee. We would like to note that during the budgetary process, all of these factors will be under consideration. Currently, the Town pays ninety (90) percent of the premium, and the employee pays the other ten (10) percent. The Town only contributes to the employees' portion of the insurance and does not contribute in any fashion to spouses or family members. We will be reviewing this information over the next few weeks in order that we can meet our deadline of April 1 in providing a response to Anthem with the programs that we will be providing. There is no action required of the Council at this time, but we did want everyone to be aware that we had received this renewal information. 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 several weeks ago, when the Council received information on the Town's health insurance renewals for its employees, the Town learned that there was potential for elected officials to participate in the health insurance program. He explained that the Budget and Finance Committee will report on the actual renewal program, but the Public Works Committee thought that it would be helpful to discuss the provision that would permit an elected official to participate in the health insurance programs. Councilman Bloomfield stated that, apparently, this opportunity has been available for a number of years, but Council was not aware that the opportunity existed. He remarked that many governing bodies around the State have authorized elected officials to participate in the health insurance program, if they so desire. Councilman Bloomfield noted that the process is very simple and requires only that the Council adopt a resolution authorizing elected officials to participate if they so choose. He commented that the participation by the elected official would be the same economic situation that exists with employees, and there is a contribution required to participate in the program. Councilman Bloomfield stated that the Committee does not know if any current or future members of Council would necessarily want to participate in the program, but the adoption of this resolution does provide that opportunity. He advised that when the resolution is considered later in the meeting, it would be the recommendation of the Public Works Committee that it be adopted and forwarded to The Local Choice.

Councilman Bloomfield, also, reported that at the last meeting of Council, there were several inquiries among hotel owners about the condition of certain rights of way. He explained that as it turns out, the areas that were in question were primarily all limited access areas controlled by the Virginia Department of Transportation. Councilman Bloomfield noted that Director of Public Works John Bishop contacted the Virginia Department of Transportation who advised that they would take a proactive approach in mowing and cleaning these areas on a more routine basis. He stated that the Public Works Committee also has evaluated the areas that are not within the limited access area, and Town staff is taking measures to be sure that all of these areas adjacent to these hotels are kept neat and tidy. Councilman Bloomfield advised that there is no other action needed by the Council, but the Committee did want the Council to be aware that the Public Works Department was trying to address the concerns that had been raised. A copy of the Public Works Committee report is attached and made part of these minutes.

**RE: APPOINTMENTS – WYTHEVILLE BUILDING CODE APPEALS BOARD**

Mayor Taylor advised that the next agenda item is to consider the appointment of a member to the Wytheville Building Code Appeals Board to fill the unexpired term of Mr. Mike Grady (term expires July 26, 2020). A motion was made by Vice-Mayor King and seconded by Councilman Bloomfield to appoint Mr. Brad Litton to the Wytheville Building Code Appeals Board to fill an unexpired term, which expires July 26, 2020. Mayor Taylor inquired if there was any discussion on the motion to appoint Mr. Litton to the Wytheville Building Code Appeals Board. 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: RESOLUTION – GEORGE WYTHER HIGH SCHOOL SWIM**

Mayor Taylor advised the next agenda item is to consider a resolution recognizing the George Wythe High School Swim Team. She inquired if there is a motion to adopt the resolution. Mayor Taylor noted that the Swim Team would be invited to attend the next Town Council meeting for the presentation of the resolution. A motion was made by Councilman Hand and seconded by Vice-Mayor King to adopt a resolution recognizing the George Wythe High School Swim Team. 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: RESOLUTION – THE LOCAL CHOICE HEALTH BENEFITS**

Mayor Taylor advised the next agenda item is to consider a resolution regarding the governing body participating in The Local Choice Health Benefits Program. She stated that the resolution read as follows:

**RESOLUTION**

**WHEREAS**, The Local Choice Health Benefits Program provides health insurance benefits to our employees and their dependents.

**NOW, THEREFORE, BE IT RESOLVED** that this 11<sup>th</sup> day of March, 2019, the Town Council of the Town of Wytheville, Virginia, does hereby approve that coverage be added for our elected governing body and their dependents to be effective on July 1, 2019, and continuing in conjunction with our health insurance benefits. It is our desire to cover them as a special class of part time employees. We recognize that health benefits for this class of employee will be available as long as they remain in their elected position. Retiree coverage for elected officials is not available.

Mayor Taylor advised that a motion was made by the Public Works Committee, which does not require a second, to adopt a resolution regarding the governing body participating in The Local Choice Health Benefits Program. 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: ADJOURNMENT**

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:08 p.m.).

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Beth A. Taylor, Mayor

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Sharon G. Corvin, CMC, Town Clerk

## **BUDGET AND FINANCE COMMITTEE REPORT**

**MARCH 11, 2019**

1. The Council has begun the process of reviewing information that will be used in the development of the budget for Fiscal Year 2019-2020. In the coming weeks, we will be reviewing the information submitted by the department heads, and we have requested each department head to attend the Work Sessions to explain their requests. Our instructions to the department heads were to tabulate their proposed budgets by reviewing each line item in a particular category. Similar to prior years, these categorical areas are normal operations, capital outlay and personnel expenses. We now need to develop a budget adoption calendar for FY 2019-20. We would propose that the first reading of the budget be considered at the May 13, 2019, meeting. We would propose that the budget be considered on second reading, as well as conduct the public hearing, at the Tuesday, May 28, 2019, meeting of Council, with the final reading and adoption of the budget at the June 10, 2019, meeting. If the Council concurs, we will publish this calendar as the adoption schedule.
2. We have now received our renewal information from The Local Choice. The Local Choice is the health insurance program administered by the Commonwealth of Virginia. Currently, The Local Choice uses Anthem as the provider for insurance services. The Town has been with the State program for many years because it provides an opportunity for the Town to participate in a large pool of employers. Our health insurance premiums are, primarily, based on

the value of the claims in the prior year. This next year, Anthem advises that because of claims during this prior year, the Town's insurance premium will increase by 2.8 percent. According to The Local Choice, the most growing portion of medical insurance relates to prescription drugs. This is a nationwide phenomenon. The 2.8 percent rate increase is a budgetary matter that will be addressed as we move forward. The State requires that participating governments declare their intent to renew by April 1 of each year. The regulations, also, require that a declaration be made of what policies will be provided to employees. We believe that our health insurance is a very valuable benefit to our employees, and we will carefully assess the programs that will be offered and the extent to which the Town will participate in the ratio of the amount of premium paid by the Town and the amount that is paid by the employee. We would like to note that during the budgetary process, all of these factors will be under consideration. Currently, the Town pays ninety (90) percent of the premium, and the employee pays the other ten (10) percent. The Town only contributes to the employees' portion of the insurance and does not contribute in any fashion to spouses or family members. We will be reviewing this information over the next few weeks in order that we can meet our deadline of April 1 in providing a response to Anthem with the programs that we will be providing. There is no action required of the Council at this time, but we did want everyone to be aware that we had received this renewal information.

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Jacqueline K. King

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Cathy D. Pattison

## **PUBLIC WORKS COMMITTEE REPORT**

**MARCH 11, 2019**

1. Several weeks ago, when we received information on our health insurance renewals for our employees, we learned that there was potential for elected officials to participate in the health insurance program. The Budget and Finance Committee will report on the actual renewal program, but we thought that it would be helpful to discuss the provision that would permit an elected official to participate in the health insurance programs. Apparently, this opportunity has been available for a number of years, but we were not aware that the opportunity existed. Many governing bodies around the State have authorized elected officials to participate in the health insurance program, if they so desire. The process is very simple and requires only that the Council adopt a resolution authorizing elected officials to participate if they so choose. The participation by the elected official would be the same economic situation that exists with employees, and there is a contribution required to participate in the program. We do not know if any current or future members of Council would necessarily want to participate in the program, but the adoption of this resolution does provide that opportunity. When the resolution is considered later this evening, it would be the recommendation of the Public Works Committee that it be adopted and forwarded to The Local Choice.
2. At the last meeting of Council, there were several inquiries among hotel owners about the condition of certain rights of way. As it turns out, the areas that were in question were primarily all limited access areas controlled by the Virginia

Department of Transportation. Director of Public Works John Bishop contacted the Virginia Department of Transportation who advised that they would take a proactive approach in mowing and cleaning these areas on a more routine basis. We also have evaluated the areas that are not within the limited access area, and we are taking measures to be sure that all of these areas adjacent to these hotels are kept neat and tidy. There is no other action needed by the Council, but we did want the Council to be aware that the Public Works Department was trying to address the concerns that had been raised.

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Joseph E. Hand, Jr.

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Mark J. Bloomfield