

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, APRIL 12, 2021, AT 7:00 P.M.**

Members present Beth A. Taylor, Cathy D. Pattison, Mark J. Bloomfield, Holly E. Atkins,
Gary L. Gillman

Members absent: None

Others present: Town Manager Stephen A. Moore, Assistant Town Manager T. Brian
Freeman, Town Clerk Sharon G. Corvin, Town Attorney Michelle
Workman Clayton, Matt Temple, Olivia Waller, Carolyn Young, Terry
Morgan, Millicent Rothrock with The Wytheville Enterprise, Police Officer
Daniel Cassell

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 Councilman Bloomfield.

RE: CONSENT AGENDA

Mayor Taylor presented the consent agenda consisting of the minutes of the regular meeting of March 22, 2021, and the request of Real Life Ministries to conduct a Walk for Life on Saturday, May 15, 2021, beginning at 10:00 a.m. She inquired if there was a motion to approve the consent agenda as presented or to somehow be amended. A motion was made by Councilman Gillman and seconded by Councilwoman Atkins to approve the consent agenda consisting of the minutes of the regular meeting of March 22, 2021, and the request of Real Life Ministries to conduct a Walk for Life on Saturday, May 15, 2021, beginning at 10:00 a.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, Cathy D. Pattison, Mark J. Bloomfield, Holly E. Atkins, Gary L. Gillman. Against: None.

RE: PUBLIC HEARING - ZONING ORDINANCE AMENDMENT

Mayor Taylor advised that the meeting constituted a public hearing (due notice having been given) to consider amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, to amend Article VII-A - Residential District R-2 FH, Section 7-1A Use Regulations, Subsection 7-1.2-1A; Article XI - Business District B-2 (General), Section 11-1 Use Regulations, Subsection 11-1.24; Article XI-A - Business District B-2 OT General Business District - Downtown, Section 11-2A Use Regulations, Subsection 11-2.21A; Article XII - Industrial District - M-1, Section 12-1 Use Regulations, Subsection 12-1.23. She continued to explain the ordinance to the Council. Mayor Taylor inquired if there were any citizens attending the meeting who wished to address the Council during this public hearing. Mayor Taylor noted that one citizen did email a comment to Town staff regarding the ordinance, which is attached and made part of these minutes. There being no one who wished to address the Council during the public hearing, Mayor Taylor declared the public hearing closed and proceeded with the agenda.

RE: CITIZENS' PERIOD

Mayor Taylor advised that the next agenda item is Citizens' Period. She noted that there is no one listed on the sign in sheet who wished to address the Council during Citizens' Period, however, if anyone has changed their mind and wished to address the Council, now is the time to do so. There being no one who wished to address the Council during Citizens' Period, Mayor Taylor proceeded with the agenda.

RE: RESOLUTION - GEORGE WYTHE HIGH SCHOOL SPORTS TEAMS

Mayor Taylor advised that the next agenda item is the adoption of resolutions for certain George Wythe High School Wrestling Team members, the George Wythe High School Swim Team and the George Wythe High School Boys and Girls Indoor Track Team. She inquired of the Council if there is a motion to adopt resolutions commending the George Wythe High School Wrestling Team, the Swim Team and the Girls and Boys Indoor Track Team. A motion was made by Councilman Bloomfield and seconded by Vice-Mayor Pattison to adopt resolutions commending the George Wythe High School Wrestling Team, the Swim Team and the Girls and Boys Indoor Track Team. Mayor Taylor 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: Beth A Taylor, Cathy D. Pattison, Mark J. Bloomfield, Holly E. Atkins, Gary L. Gillman. Against: None.

Mayor Taylor noted that she would read both resolutions and then ask the team members to come forward for the presentation and to have a photo taken.

RESOLUTION

WHEREAS, the George Wythe High School Wrestling Team won the Virginia High School League Region 1C Wrestling Tournament and advanced to the State Championship to earn 4th place; and,

WHEREAS, Ms. Olivia Waller, a junior on the Wrestling Team, brought tremendous credit to George Wythe High School and the Town of Wytheville; and,

WHEREAS, Olivia had an overall record of 13-5 for the wrestling season; and,

WHEREAS, she earned the titles of 2020-2021 District and Region Champion and advanced to the Virginia High School League Group sanctioned Virginia Wrestling Association AU-Girls Tournament; and,

WHEREAS, at the All-Girls Tournament, Olivia wrestled her way through the competition and won the 2021 VAWA State Championship title in the 122-127 pound weight class; and,

WHEREAS, Ms. Olivia Waller, the wrestlers and coach of the George Wythe High School Wrestling Team, through their outstanding display of their athletic skills and sportsmanship, have reflected great credit upon the school and upon the Town.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Wytheville, Virginia, officially commends the George Wythe High School Wrestling Team; its head coach, Matt Temple; and, other high school officials for an outstanding season.

BE IT FURTHER RESOLVED that copies of this resolution be presented to the team members, the coach, other officials concerned and the news media.

In Witness Whereof, I have hereunto set my hand and caused the seal of the Town of Wytheville, Virginia, to be affixed this 12th day of April, two thousand twenty one.

RESOLUTION

WHEREAS, the George Wythe High School Wrestling Team won the Virginia High School League Region 1C Wrestling Tournament and advanced to the State Championships to earn 4th place; and,

WHEREAS, the George Wythe High School Wrestling Team had an outstanding team member, Mr. Terry Morgan, who brought great recognition to George Wythe High School and the Town of Wytheville; and,

WHEREAS, Terry had an overall record of 16-3 for the wrestling season; and,

WHEREAS, he attained the titles of 2020-2021 District and Region Champion and advanced to the Virginia High School League Group 1C State Championships; and,

WHEREAS, at the State Championships, Terry wrestled his way to the top and earned the title of 2021 State Champion in the 170 pound weight class; and,

WHEREAS, Mr. Terry Morgan, the wrestlers and coach of the George Wythe High School Wrestling Team, through their outstanding display of their athletic skills and sportsmanship, have reflected great credit upon the school and upon the Town.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Wytheville, Virginia, officially commends the George Wythe High School Wrestling Team; its head coach, Matt Temple; and, other high school officials on this outstanding season.

BE IT FURTHER RESOLVED that copies of this resolution be presented to the team members, the coach, other officials concerned and the news media.

In Witness Whereof, I have hereunto set my hand and caused the seal of the Town of Wytheville, Virginia, to be affixed this 12th day of April, two thousand twenty one.

Mayor Taylor congratulated Ms. Waller, Mr. Morgan and Mr. Temple on their accomplishments. She thanked them for attending the meeting, and she proceeded with the agenda.

RE: OLD BUSINESS

Under Old Business, Town Manager Moore advised that he did not have anything to report to the Council. He noted that he would have some New Business items to report.

RE: BUDGET AND FINANCE COMMITTEE REPORT

Councilman Bloomfield reported for the Budget and Finance Committee. The Budget and Finance Committee report was entered into the record as follows: The lowering of interest rates in the past year prompted Town Treasurer Michael Stephens to examine the interest rates on the Town's outstanding bonds and loans and to request a modification to the interest rate at the current lower rates. The Virginia Resources Authority (VRA) holds a bond for sewer improvements that was issued in 2011. The interest on that bond is 2.93 percent, and VRA has

indicated a willingness to modify the bond to a rate of 1.05 percent, which will save the Town approximately \$68,155, over the course of the bond. The cost of these funds includes an administrative fee of 2 percent. The legal costs incurred, estimated to be \$1,500, will be passed on to the Town. To take advantage of this lower rate, the Council will need to adopt a resolution that authorizes an amendment to the Financing Agreement and an allonge (an amendment or rider) to the bond. It would be the recommendation of the Budget and Finance Committee for the Council to adopt the resolution authorizing an amendment to the Financing Agreement and an allonge to the bond. We would like to thank Town Treasurer Michael Stephens for his efforts to modify this interest rate that will bring into effect a significant savings to the Town over the life of this bond. A motion was made by Councilman Bloomfield and seconded by Councilwoman Atkins to adopt a resolution that authorizes the Mayor, Vice-Mayor or Town Manager to sign an amendment to a Financing Agreement and an Allonge to lower the interest rate on a Series 2011 Sewer Bond issued by the Virginia Resources Authority. 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, Cathy O. Pattison, Mark J. Bloomfield, Holly E. Atkins. Gary L. Gillman. Against: None.

The Town's employee health insurance provider is The Local Choice (TLC), a statewide insurance pool of local government agencies created by the General Assembly in 1990. The plan is administered by Anthem Blue Cross and Blue Shield and Delta Dental. Based on the utilization of the health insurance by Town employees, there is an annual adjustment in the cost of the plan, and the Town must annually advise TLC of its intent to remain in the plan. For the 2021-2022 fiscal year, TLC has indicated that the Town of Wytheville's premium will increase by 3.7 percent resulting in an annual cost of approximately of \$53,600. While any increase is of concern, we are pleased that the plan has increased by such a small percentage, and it would be the recommendation of the Budget and Finance Committee that the Town Council renew its employee health insurance with The Local Choice. A motion was made by Councilman Bloomfield and seconded by Councilwoman Atkins to approve the Town of Wytheville renewing the employee health insurance with The Local Choice. Mayor Taylor inquired if there was any discussion on the motion to approve the Town of Wytheville renewing the health insurance with The Local Choice. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Cathy D. Pattison, Mark J. Bloomfield, Holly E. Atkins, Gary L. Gillman. Against: None. The Budget and Finance Committee report is attached and made part of these minutes.

RE: PUBLIC WORKS COMMITTEE REPORT

Councilman Gillman reported for the Public Works Committee. The Public Works Committee report was entered into the record as follows: The Town of Wytheville is seeking grant funding from the Virginia Outdoors Foundation (VOF) for construction of a dog park and pollinator meadow to be located at the Balloon Tank site. VOF seeks to create and preserve open space for public use, and they prioritize projects that respond to underserved areas and that promote sound management of open spaces and ecosystems. Funding requires recipients to place funded sites in a permanent, protected status by easement or other enforceable means. Both proposed uses, a dog park and a pollinator meadow, respond to suggestions or requests from citizens, and they fit with the public use and environmental management priorities of VOF. The grant funds will be used to construct a parking area with a street entrance and the facilities required for the dog park and pollinator meadow. Applications are due April 16, 2021, and the requested funding amount is \$100,000. Later in the meeting, the Council will consider a resolution relative to the grant application that authorizes the Mayor or the Town Manager to execute documents relative to the grant application.

The Town of Wytheville's Personnel Policy provides certain legal holidays as part of the employee benefits package. In some cases, these holidays overlap with those provided by Wythe County, the State of Virginia and the agencies and operations under their control. However, in numerous instances, they do not and this can make it difficult for our citizens to determine which services and operations will be open and available to them, and it limits our ability to communicate with our many intergovernmental partners. Additionally, the Town's Personnel Policy provides that employees who must work on observed holidays will receive a "repaid holiday" that must be utilized within the same calendar year. This results in a very tedious tracking process that could be streamlined by simply providing the employees who work on these holidays with eight (8) hours of leave time that can be used at any time. It would be the recommendation of the Public Works Committee that the Town Council adopt the State's Holiday schedule, in addition to any leave time provided by the Governor of Virginia or the President of the United States, and to modify the Repaid Holiday Policy as noted above. A motion was made by Councilman Gillman and seconded by Vice-Mayor Pattison to approve revising the Town Personnel Policy, Legal Holidays, to follow the Virginia Department of Human Resource Management Holiday Schedule, in addition to include any holiday leave time provided by the Governor of Virginia or the President of the United States; and, to revise the Repaid Holidays to reflect that employees working on a holiday will receive eight (8) hours leave time to be used at any time. Mayor Taylor inquired if there was any discussion on the motion to approve revising the Town Personnel Policy. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Cathy D. Pattison, Mark J. Bloomfield, Holly E. Atkins, Gary L. Gillman. Against: None. The Public Works Committee report is attached and made part of these minutes.

RE: NEW BUSINESS

Under New Business, Town Manager Moore reported the following:

1. Town Manager Moore advised that the Council has before them a letter that would be sent to the downtown businesses that would allow them to operate alcohol sales as a part of their restaurant service on Town sidewalks. He noted that a business has requested this authorization because the Alcoholic Beverage Control Authority requires an authorization from the Town before they will allow the sale of alcohol on the sidewalks. Town Manager Moore inquired of the Council if it would be the consensus for him to sign the letter to send to the restaurants in the downtown area. A motion was made by Councilman Bloomfield and seconded by Councilman Gillman to approve sending a letter to the downtown business owners permitting them to have alcohol sales on Town sidewalks. Mayor Taylor inquired if there was any discussion on the motion to approve the letter to the downtown business owners regarding alcohol sales on Town sidewalks. Discussion ensued regarding the timeframe the ABC Authority is giving to allow the businesses to provide alcohol sales on the sidewalks during the pandemic. It was also discussed that no major issues were reported last year when the businesses were allowed to provide alcohol sales on the Town sidewalks. Mayor Taylor inquired if there was any further discussion. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Cathy D. Pattison, Mark J. Bloomfield, Holly E. Atkins, Gary L. Gillman. Against: None
2. Town Manager Moore advised that Town staff was notified by the Virginia Department of Housing and Community Development that the Town is eligible to receive another \$200,000 in funds from a Community Development Block Grant (CDBG) to be used for small business recovery assistance. He noted to qualify for the funds, the Town Council

will need to schedule a public hearing to allow citizens the opportunity to comment on the Town's past CDBG funds. Town Manager Moore stated that the public hearing could be held at the April 26, 2021, Town Council meeting. It was the consensus of the Council to set a public hearing for the April 26, 2021, Town Council meeting at 7:00 p.m., in the Council Chambers of the Municipal Building to receive public comments regarding the request of the Town of Wytheville to receive an additional maximum \$200,000 in funds from a Community Development Block Grant to be used for small business recovery assistance.

3. The Public Works Committee will meet on Tuesday, April 13, 2021, at 7:00 a.m., in the Council Conference Room of the Municipal Building.
4. The Wytheville Recreation Commission will meet on Wednesday, April 14, 2021, at 5:30 p.m., at the Wytheville Community Center.
5. The New River Regional Water Authority will meet on Thursday, April 15, 2021, at 10:00 a.m., at the Water Plant in Austinville.
6. The Board of Zoning Appeals will meet on Thursday, April 15, 2021, at 11:00 a.m., in the Council Chambers of the Municipal Building.
7. The Budget and Finance Committee will meet on Monday, April 19, 2021, at 4:15 p.m., in the Council Conference Room and by Zoom.
8. The next Council Work Session will tentatively be held on Wednesday, April 21, 2021, at 7:00 a.m., in the Council Chambers of the Municipal Building.
9. The Wytheville Redevelopment and Housing Authority will meet on Thursday, April 22, 2021, at 3:30 p.m., at the Housing Authority.
10. The Joint Industrial Development Authority will meet on Thursday, April 22, 2021, at 3:00 p.m., in the Council Chambers of the Municipal Building.

RE: APPOINTMENTS - FREEDOM OF INFORMATION ACT OFFICER

Mayor Taylor advised that the next agenda item is the appointment of the Freedom of Information Act Officer. Mayor Taylor explained the appointment to the Council. A motion was made by Vice-Mayor Pattison and seconded by Councilman Gillman to appoint Town Clerk Sherry Corvin as the Town of Wytheville Freedom of Information Act Officer. Mayor Taylor inquired if there was any discussion on the motion to appoint Town Clerk Corvin as the Freedom of Information Act Officer. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A Taylor, Cathy D. Pattison, Mark J. Bloomfield, Holly E. Atkins, Gary L. Gillman. Against: None.

RE: ORDINANCE NO. 1393

Mayor Taylor presented Ordinance No. 1393, an ordinance amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, to amend Article VII-A - Residential District R-2 FH, Section 7-1A Use Regulations, Subsection 7-1.2-1A; Article XI - Business District B-2 (General), Section 11-1 Use Regulations, Subsection 11-1.24; Article XI-A - Business District B-2 OT General Business District - Downtown, Section 11-2A Use

Regulations, Subsection 11-2.21A; Article XII - Industrial District - M-1, Section 12-1 Use Regulations, Subsection 12-1.23. on first reading. A motion was made by Vice-Mayor Pattison and seconded by Councilman Bloomfield to adopt Ordinance No. 1393, an ordinance amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, to amend Article VII-A - Residential District R-2 FH, Section 7-1A Use Regulations, Subsection 7-1.2-1A; Article XI - Business District B-2 (General), Section 11-1 Use Regulations, Subsection 11-1.24; Article XI-A - Business District B-2 OT General Business District - Downtown, Section 11-2A Use Regulations, Subsection 11-2.21A; Article XII - Industrial District - M-1, Section 12-1 Use Regulations, Subsection 12-1.23, 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, Cathy D. Pattison, Mark J. Bloomfield, Holly E. Atkins

AGAINST: None

ABSTENTIONS: Gary L. Gillman

Ordinance No. 1393 was adopted on first and final reading.

RE: RESOLUTION - DOG PARK

Mayor Taylor advised that the next agenda item is to consider adopting a resolution endorsing a grant for a Town owned dog park and a pollinator meadow. A motion was made by Councilman Gillman and seconded by Councilwoman Atkins to adopt a resolution endorsing a grant for a Town owned dog park and a pollinator meadow. 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, Cathy D. Pattison, Mark J. Bloomfield, Holly E. Atkins, Gary L. Gillman. Against: None.

RE: MOUNT ROGERS CIGARETTE TAX BOARD

Mayor Taylor advised that the next agenda item is to set a public hearing to consider adopting an ordinance and agreement to participate as a member of the Mount Rogers Cigarette Tax Board. A motion was made by Vice-Mayor Pattison and seconded by Councilwoman Atkins to set a public hearing for the May 10, 2021, Town Council meeting at 7:00 p.m., in the Council Chambers of the Municipal Building to consider adopting an ordinance and agreement to participate as a member of the Mount Rogers Cigarette Tax Board. Mayor Taylor inquired if there was any discussion on the motion to set the public hearing for the May 10, 2021, Town Council meeting. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Cathy D. Pattison, Mark J. Bloomfield, Holly E. Atkins, Gary L. Gillman. Against: None.

RE: ADJOURNMENT

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:28 p.m.).

Beth A Taylor. Mayor

Sharon G. Corvin, CMC, Town Clerk

BUDGET AND FINANCE COMMITTEE REPORT

APRIL 12, 2021

1. The lowering of interest rates in the past year prompted Town Treasurer Michael Stephens to examine the interest rates on the Town's outstanding bonds and loans and to request a modification to the interest rate at the current lower rates.

The Virginia Resources Authority (VRA) holds a bond for sewer improvements that was issued in 2011. The interest on that bond is 2.93 percent, and VRA has indicated a willingness to modify the bond to a rate of 1.05 percent, which will save the Town approximately \$68,155, over the course of the bond. The cost of these funds includes an administrative fee of .2 percent. The legal costs incurred, estimated to be \$1,500, will be passed on to the Town.

To take advantage of this lower rate, the Council will need to adopt a resolution that authorizes an amendment to the Financing Agreement and an allonge (an amendment or rider) to the bond. It would be the recommendation of the Budget and Finance Committee for the Council to adopt the resolution authorizing an amendment to the Financing Agreement and an allonge to the bond.

We would like to thank Town Treasurer Michael Stephens for his efforts to modify this interest rate that will bring into effect a significant savings to the Town over the life of this bond.

2. The Town's employee health insurance provider is The Local Choice (TLC), a statewide insurance pool of local government agencies created by the General Assembly in 1990. The plan is administered by Anthem Blue Cross and Blue Shield and Delta Dental. Based on the utilization of the health insurance by Town employees, there is an annual adjustment in the cost of the plan, and the Town must annually advise TLC of its intent to remain in the plan.

For the 2021-2022 fiscal year, TLC has indicated that the Town of Wytheville's premium will increase by 3.7 percent resulting in an annual cost of approximately of \$53,600. While any increase is of concern, we are pleased that the plan has increased by such a small percentage, and it would be the recommendation of the Budget and Finance Committee that the Town Council renew its employee health insurance with The Local Choice.

Mark J. Bloomfield

Holly E. Atkins

PUBLIC WORKS COMMITTEE REPORT

APRIL 12, 2021

1. The Town of Wytheville is seeking grant funding from the Virginia Outdoors Foundation (VOF) for construction of a dog park and pollinator meadow to be located at the Balloon Tank site. VOF seeks to create and preserve open space for public use, and they prioritize projects that respond to underserved areas and that promote sound management of open spaces and ecosystems.

Funding requires recipients to place funded sites in a permanent, protected status by easement or other enforceable means. Both proposed uses, a dog park and a pollinator meadow, respond to suggestions or requests from citizens, and they fit with the public use and environmental management priorities of VOF.

The grant funds will be used to construct a parking area with a street entrance and the facilities required for the dog park and pollinator meadow. Applications are due April 16, 2021, and the requested funding amount is \$100,000.

Later in the meeting, the Council will consider a resolution relative to the grant application that authorizes the Mayor or the Town Manager to execute documents relative to the grant application.

2. The Town of Wytheville's Personnel Policy provides certain legal holidays as part of the employee benefits package. In some cases, these holidays overlap with those

provided by Wythe County, the State of Virginia and the agencies and operations under their control. However, in numerous instances, they do not and this can make it difficult for our citizens to determine which services and operations will be open and available to them, and it limits our ability to communicate with our many intergovernmental partners.

Additionally, the Town's Personnel Policy provides that employees who must work on observed holidays will receive a "repaid holiday" that must be utilized within the same calendar year. This results in a very tedious tracking process that could be streamlined by simply providing the employees who work on these holidays with eight (8) hours of leave time that can be used at any time. It would be the recommendation of the Public Works Committee that the Town Council adopt the State's Holiday schedule, in addition to any leave time provided by the Governor of Virginia or the President of the United States, and to modify the Repaid Holiday Policy as noted above.

Cathy D. Pattison

Gary L. Gillman