

**AGENDA**  
**Wytheville Town Council**  
**February 8, 2016**  
**7:00 p.m.**  
**Wytheville Municipal Building**  
**150 East Monroe Street**  
**Wytheville, Virginia 24382**

- A. **INVOCATION – VICE-MAYOR JACQUELINE K. KING**
- B. **CALL TO ORDER—MAYOR TRENTON G. CREWE, JR.**
- C. **ESTABLISHMENT OF QUORUM—MAYOR TRENTON G. CREWE, JR.**
- D. **PLEDGE OF ALLEGIANCE—COUNCILMAN WILLIAM B. WEISIGER**
- E. **CONSENT AGENDA**
  - 1. Minutes of the regular meeting of January 25, 2016
  - 2. Request of the Wythe County Public Library to conduct their annual 4<sup>th</sup> of July Parade on Wednesday, June 29, 2016, at 10:00 a.m.
- F. **CITIZENS' PERIOD**
- G. **OLD BUSINESS—TOWN MANAGER C. WAYNE SUTHERLAND, JR.**
- H. **COMMITTEE REPORTS**
  - 1. Budget and Finance
    - a. VRS contribution rate
    - b. FY 2016-17 Budget development
  - 2. Public Works
    - a. Update on Freedom Lane Project
    - b. Community Boulevard HB2 scoring
- I. **ORDINANCES/RESOLUTIONS**
  - 1. Resolution acknowledging the Virginia Retirement System (VRS) Employer Contribution Rate effective July 1, 2016

**J. APPOINTMENTS**

1. Appointment and/or reappointment of members to the Wall of Honor Committee to fill the expired terms of Mr. Donald Lawson and Mr. Gary Donaldson (terms expired February 1, 2016)

**K. OTHER BUSINESS**

1. Recommendation from the Wall of Honor Committee regarding honorees to be considered for inclusion on the Civic Monument

**L. ADJOURNMENT**

**WYTHEVILLE TOWN COUNCIL**



**AGENDA INFORMATION**

<b>Meeting Date:</b>	Monday, February 8, 2016
<b>Item Name:</b>	Consent Agenda
<b>Item Number:</b>	E-2
<b>Subject:</b>	Consent Agenda

**SUMMARY:**

Please find enclosed a request from the Wythe County Public Library to conduct their 4<sup>th</sup> of July Parade on Wednesday, June 29, 2016, at 10:00 a.m. Chief Arnold has reviewed the request and approved the requested route and time.

**POLICE DEPARTMENT REVIEW  
5K RUN/PARADE/MARCH/OTHER EVENT REQUEST  
60 DAYS PRIOR TO EVENT**

An application has been received from Wythe County Public Library on January 11, 2016, to conduct a 5K Run/Parade/March/Other Event using the proposed route as shown below. This event is being requested to be conducted on June (Month), 29 (Day), 2016 (Year), from 10 a.m. to \_\_\_\_\_ (time).

- Yes, the organization WILL provide adult volunteers to help with this event.  
 No, the organization WILL NOT provide adult volunteers to help with this event.

1. **5K Run "WCC" Route** (Begin at the Wytheville Community College property, proceed on East Main Street, turn right on 11<sup>th</sup> Street, turn right on Peppers Ferry Road, turn right on Community Boulevard, and return to the start line at the College.) (Permission will, also, be needed from WCC.)
2. **5K Run "Chautauqua" Route** (Begin in front of the Fourth Street Civic Center on Fourth Street, turn right on Spring Street, turn right on 11<sup>th</sup> Street, turn right on Withers Road (turns into Calhoun Street), turn right on Railroad Avenue, turn right on 20<sup>th</sup> Street, turn right on Spring Street, turn right on Fourth Street, and return to the Fourth Street Civic Center.)
3. **5K Run "Spiller" Route** (Begin at Spiller School marquee sign on Tazewell Street, turn right on Ridge Road, turn left on Fisher Road, turn right on Mountain View Drive, turn right on North 17<sup>th</sup> Street, go through the Loretto subdivision, turn right on Peppers Ferry Road, turn left on 11<sup>th</sup> Street, turn right on Withers Road, turn right on Church Street, continue across Main Street to Tazewell Street, cross Monroe Street, continue on Tazewell Street, and finish in front of Spiller School marquee sign.)
4. **5K Run "Smallest Church" Route** (Begin at Wytheville's Smallest Church on Nye Road, turn left on Bob Spring Road, turn right on Lover's Lane, turn right on Nye Road, run past the church for .5 mile, turn around and return to Wytheville's Smallest Church.)
5. **Parade/March/Other Route:** Begin at the Library on  
Monroe Street. Proceed to Third Street. Turn onto  
Main Street, proceed to 5<sup>th</sup> Street. Turn onto  
5<sup>th</sup> Street, and turn onto Monroe Street to  
end at the Library.

The Wytheville Police Department has reviewed this request and would recommend the following regarding the application:

Approve the Application

Deny the Application

Approve with the following modifications: \_\_\_\_\_

\_\_\_\_\_

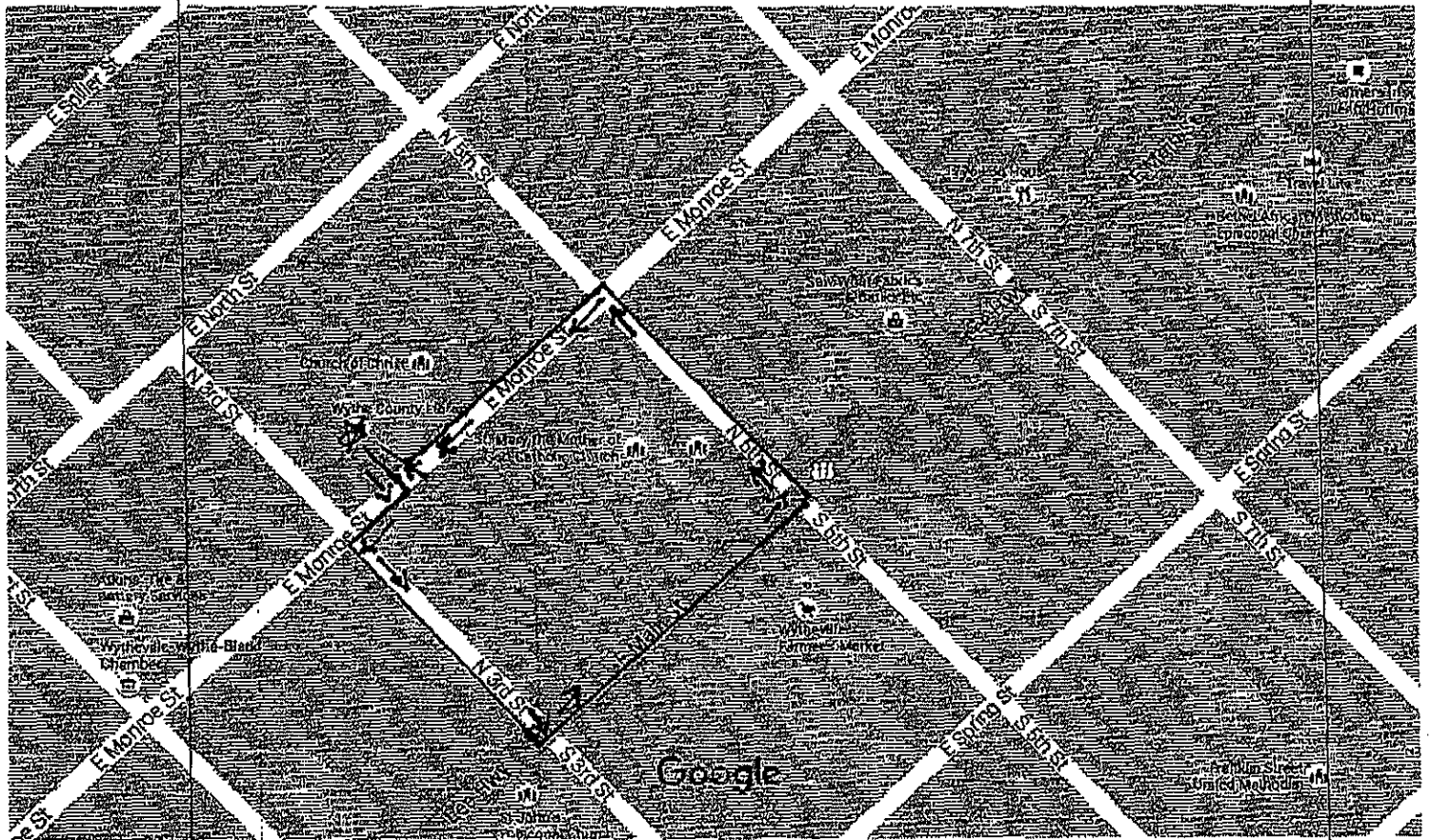
Chief Rocky Whitmore  
Wytheville Police Department

1/11/2016

Google Maps

Google Maps

# Wythe County Public Library



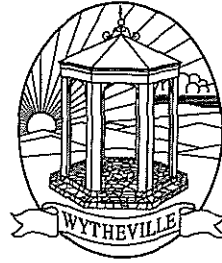
Map data ©2016 Google 100 ft

The Wythe County Public Library will have its annual 4th of July Parade on Wednesday, June 29th at 10:00 AM.

I have sent a copy of the route we usually take. Thank you so much for your assistance. If you have any questions contact Sarah Dye at 276-228-4951 ext. 25.

TOWN OF WYTHEVILLE  
RECEIVED  
JAN 11 2016

Sarah Dye  
Wythe County Public Library  
Youth Services Coordinator



<b>Meeting Date:</b>	Monday, February 8, 2016
<b>Item Name:</b>	Committee Reports
<b>Item Number:</b>	H-1
<b>Subject:</b>	Budget and Finance

**SUMMARY:**

The Budget and Finance Committee will report on the following matters:

- a. VRS contribution rate
- b. FY 2016-17 Budget development

## **BUDGET AND FINANCE COMMITTEE REPORT**

**FEBRUARY 8, 2016**

1. Each year, the Virginia Retirement System Board of Trustees adopts new contribution rates for the upcoming budget year. These rates reflect changes made to the system, if any, by the Board of Trustees and the General Assembly. This next year, the Employer Contribution Rate will be reduced from 8.71 percent to 5.79 percent for the next fiscal year. The rate reduction reflects the interest earnings of the Virginia Retirement System over the past years. This rate does not include nor change the five percent member contribution made by employees. The Virginia Retirement System requires participating localities to adopt a resolution acknowledging the contribution rate for the upcoming fiscal year. It would be the recommendation of the Budget and Finance Committee that this resolution be approved and the Mayor and Town Clerk be authorized to execute the resolution once the final form of the resolution is received.
2. The Council has begun the process of reviewing information that will be used in the development of the budget for Fiscal Year 2016-2017. In the coming weeks, we will be reviewing the information submitted by the department heads and 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



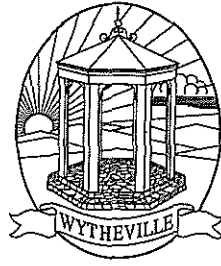
2016-17. We would propose that the first reading of the budget be considered at the Monday, May 23, 2016, meeting. We would propose that the budget be considered on second reading, as well as conduct the public hearing, at the June 13, 2016, meeting of Council, with the final reading and adoption of the budget at the June 27, 2016, meeting. If the Council concurs, we will publish this calendar as the adoption schedule.

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Jacqueline K. King

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William B. Weisiger



<b>Meeting Date:</b>	Monday, February 8, 2016
<b>Item Name:</b>	Committee Reports
<b>Item Number:</b>	H-2
<b>Subject:</b>	Public Works

**SUMMARY:**

The Public Works Committee will report on the following matters:

- a. Update on Freedom Lane Project
- b. Community Boulevard HB2 scoring

## **PUBLIC WORKS COMMITTEE REPORT**

**FEBRUARY 8, 2016**

1. The Wytheville Redevelopment and Housing Authority (WRHA) continues its efforts on constructing the Freedom Lane Housing Project. This 24 unit project will provide housing to veterans and other handicapped people and will be situated on land owned by the Authority on Peppers Ferry Road adjacent to the Hedgefield housing complex. The Town applied for, and has received, \$700,000.00 in Community Development Block Grant funding to provide the infrastructure for this new facility. This past week, Town staff met with representatives from the Housing Authority, as well as their architects and engineers. The plans and specifications for the project are nearly complete, and it is anticipated that the Department of Environmental Quality will approve stormwater plans as proposed in the site plan. The Town will enter into a Memorandum of Understanding with the Housing Authority to outline all of the agreements and govern the use, maintenance and continued protection of the planned unit development in any of its common areas. Freedom Lane will be similar to the Jefferson Union site in that all roadways and infrastructure items (such as water, sewer, street lighting, etc.) will be owned and maintained by the Authority. The Memorandum of Understanding, also, provides that all maintenance performed on these facilities, streets or public areas are by the WRHA and, furthermore, it provides that the Town is under no obligation to accept these items into the Town's system. We are excited that the Freedom Lane Housing Project has reached this state, and it is anticipated that the bidding on the project could occur as soon as

March 2016. At this point, there is no action required of the Council, but we did want to make everyone aware of the progress that has been made to date.

2. The Virginia Department of Transportation (VDOT) has released a scoring on the applications submitted to them under the new House Bill 2 formula for constructing roadways. The Town submitted the completion of Community Boulevard as a part of this program. Community Boulevard has been in the State's Six-Year Program for many years, but, at this point, only one half of the roadway has been constructed. Our application reflected plans for the completion of the project. The application noted that all of the rights of way for the remainder of the roadway have been purchased and that we, currently, have approximately \$6 million in our VDOT account that would be used toward this program. Even though our project was ranked very high by the Virginia Department of Transportation, it missed being funded by seven one hundredths (.07) of a point. The Commonwealth Transportation Board has not yet declared which projects will be funded, but this is a preliminary recommendation by VDOT staff to the Commonwealth Transportation Board. We believe that our project is worthwhile and, after many years, deserves to be completed. We have requested Mayor Crewe to contact representatives from the Commonwealth Transportation Board to see if there is any potential for the Community Boulevard project to be awarded during this cycle. We will report our findings back to the Council when there is additional information available.

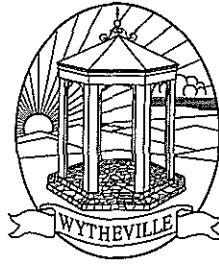
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H. Judson Lambert

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Thomas F. Hundley

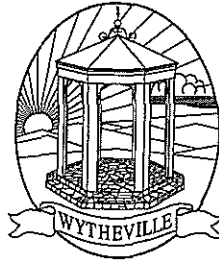
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<b>Meeting Date:</b>	Monday, February 8, 2016
<b>Item Name:</b>	Ordinances/Resolutions
<b>Item Number:</b>	I-1
<b>Subject:</b>	Resolution – VRS Contribution Rate

**SUMMARY:**

Each year, the Virginia Retirement System establishes the Employer Contribution Rate for each locality. This year, the Town's contribution rate has been established at 5.79 percent, which is a decrease from the current year's rate of 8.71 percent. This will require the adoption of a resolution, which will not be received until mid-March. Town staff would request that the Town Council adopt this resolution and authorize the Mayor and Town Clerk to execute the resolution once it is received.



<b>Meeting Date:</b>	Monday, February 8, 2016
<b>Item Name:</b>	Appointments
<b>Item Number:</b>	J-1
<b>Subject:</b>	Wall of Honor Committee

**SUMMARY:**

The terms of Mr. Donald Lawson and Mr. Gary Donaldson to the Wall of Honor Committee expired February 1, 2016. The American Legion Post #9 has requested that Mr. Dan Kellett be appointed as their representative to replace Mr. Donald Lawson. The Veterans of Foreign Wars has advised that they would like for Mr. Gary Donaldson to be reappointed as their representative on the Wall of Honor Committee. These appointments would be for four years, which would expire February 1, 2020.

**AMERICAN LEGION  
WYTHEVILLE POST No. 9**

**P. O. BOX 133  
WYTHEVILLE, VA 24382  
January 15, 2016**

Wall of Honor Committee  
Town of Wytheville  
P.O. Box 33  
Wytheville, VA 24382

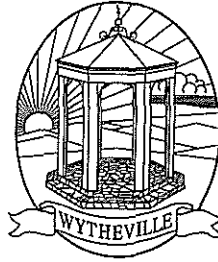
To whom it may concern:

At the regular scheduled meeting of American Legion Post #9, on January 14, 2016, the members voted to appoint Mr. Dan Kellett to serve on the Wall of Honor Committee. Mr. Kellett will replace Mr. Donald S. Lawson who is currently on the Wall of Honor Committee representing American Legion Post #9.

Thank you,

Bobby W. Rogers  
Commander  
American Legion Post #9





<b>Meeting Date:</b>	Monday, February 8, 2016
<b>Item Name:</b>	Other Business
<b>Item Number:</b>	K-1
<b>Subject:</b>	Civic Monument Honorees

**SUMMARY:**

Please find enclosed the recommendation from the Wall of Honor Committee to include the names of Jack W. Hunley and Daniel B. Gordon on the Wall of Honor Civic Monument.

## MEMORANDUM

**TO:** Members of the Wytheville  
Town Council and the Wythe  
County Board of Supervisors

**FROM:** Jacqueline K. King  
Chairperson  
Wall of Honor Committee

**DATE:** January 21, 2016

**SUBJECT:** Civic Monument Honorees

The Wall of Honor Committee met on January 19, 2016, to vote for honorees to the Civic Monument. The Committee is proud to present to you for approval the following names:

Jack W. Hunley  
Daniel B. Gordon

We respectfully request that the Wytheville Town Council and the Wythe County Board of Supervisors review these honorees and approve them so that we may permanently place their name on the Civic Monument.

If you have any questions or concerns, please do not hesitate to call me or Steve Moore at 223-3352. Thank you for your consideration of the Wall of Honor's request.

JKK/drk

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL  
HELD IN THE COUNCIL CHAMBERS ON MONDAY, JANUARY 25, 2016, AT 7:00 P.M.**

Members present: Trenton G. Crewe, Jr., Jacqueline K. King, H. Judson Lambert, William B. Weisiger, Thomas F. Hundley

Others present: Town Manager C. Wayne Sutherland, Jr., Town Clerk Sharon G. Corvin, Tim Reeves, Debbie Reeves, Danny Gordon with WYVE-AM/WXBX-FM/WLOY-AM, Police Officer Jeff Hall

**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 Councilman Hundley.

**RE: CONSENT AGENDA**

Mayor Crewe presented the consent agenda consisting of the minutes of the regular meeting of January 11, 2016. He inquired of the Council if there is a motion to approve the consent agenda as presented or somehow amended. A motion was made by Councilman Weisiger and seconded by Councilman Hundley to approve the consent agenda consisting of the minutes of the regular meeting of January 11, 2016, as presented. Mayor Crewe inquired if there is any discussion on the motion to approve the consent agenda, as presented. There being none, the motion was approved with the following voting results: For: Jacqueline K. King, H. Judson Lambert, William B. Weisiger, Thomas F. Hundley. Against: None. Abstention from minutes: Trenton G. Crewe, Jr.

**RE: CITIZENS' PERIOD**

Mayor Crewe advised the next agenda item is Citizens' Period. He stated that Mr. Danny Gordon noted on the sign in sheet that he wished to address the Council in regard to snow removal. Mayor Crewe commented that the Council would be delighted to hear from Mr. Gordon at this time.

Mr. Danny Gordon was recognized and stated that, usually, he tries not to interrupt the Council meeting with too many comments, but he has been asked by several citizens and businesses in Wytheville to speak on their behalf to the Council. He noted that these citizens and businesses have told him how pleased and happy they were with the snow removal. Mr. Gordon reiterated that he was asked to pass this information along to the Council members, therefore, he is formally doing so. He commented that he also echoes those remarks. Mr. Gordon expressed that the Town snow removal crews did a remarkable job with the amount of snow, wind, etc., they had working against them. He remarked that he was really impressed, and, apparently, there were a lot of other people in the community, such as business leaders, who thought the Town crews did a great job. Mr. Gordon advised that he wanted to, formally, address the Council so that it would be in the minutes because, he too, is a tough critic about snow removal, but he felt the Town staff did a great job. He stated that, surprisingly, with the amount of snow and other weather conditions, the Town crews did a great job. Mr. Gordon commented that the Town has some good employees who stepped it up with the guidance of their good management and others who tell them where to go and what to do. He reiterated that the Town employees did a good job. He noted that the Town of Wytheville has something to be proud of because some communities do not have that. Mr. Gordon expressed that VDOT, also, did a nice job from what he can tell, as well. He remarked that there were no power outages, and this area was really blessed during this winter storm. Mr. Gordon stated that he measured 18 inches of snow at his house, which is a lot of snow. Mayor Crewe thanked Mr. Gordon for taking the time to express his gratitude. He noted that he would also like to echo Mr. Gordon's comments, and that he has also heard from numerous people about what a good job the Town did in removing the snow. Mayor Crewe stated this was one of those snows that was really hard to move. He noted that there were employees who worked some very long hours to get the snow removed. Mayor Crewe expressed that we are all blessed to live in this community. He thanked Mr. Gordon for his comments, and proceeded with the agenda.

**RE: OLD BUSINESS**

Under Old Business, Town Manager Sutherland reported the following:

1. The Council Work Session will be held on Tuesday, January 26, 2016, at 7:00 a.m.
2. The Joint Industrial Development Authority will meet on Thursday, January 28, 2016, at 3:00 p.m., in the Council Chambers.

3. The Willow Brook Jackson/Umberger Homestead Museum Advisory Board will meet on Thursday, January 28, 2016, at 10:00 a.m., in Conference Room A of the Town of Wytheville Municipal Building. Mayor Crewe noted that he would do his best to be at the meeting, but he is due in court in Marion at 8:30 a.m. He remarked that he has talked to Mr. and Mrs. Jackson three times over the last week or so, and he doubts that either of them will be able to attend the meeting because they will not be able to get out due to the weather.

#### **RE: BUDGET AND FINANCE COMMITTEE REPORT**

Vice-Mayor King, reporting for the Budget and Finance Committee, stated that this month, when water and sewer bills are sent to consumers, the Town will be using a new billing format. She advised that, historically, the water and sewer bills have always been on a postcard. Vice-Mayor King explained that there have been a number of issues associated with the Town's current billing process. She stated, first, the Town has some customers who do not think that it is appropriate for their billing information to be exposed on the postcard. Vice-Mayor King noted, secondly, there is very little space on the postcard to provide customers with additional information. She commented, finally, there have been a number of revisions by the postal service, which make it more difficult to use the postcards for invoicing service. Vice-Mayor King explained that beginning this month, the new water and sewer bills will be printed on an 8½" x 11" sheet of paper and mailed in a regular envelope. She noted that the billing will, also, have a return envelope attached with it. Vice-Mayor King expressed that the first bills issued under this new format will be due in March. She remarked that the new format provides the Town the opportunity to give citizens other information that may be pertinent. Vice-Mayor King explained that the options for payment of the bill will remain the same either by mail or in person at the Municipal Building. She commented that customers should, also, note that the payment of water and sewer bills can be automatically drafted from their checking account or they can make the payment online. Vice-Mayor King stated that the Budget and Finance Committee believes that the revision to the water and sewer billing will be an improvement. She advised that there is no action required by the Council, but the Budget and Finance Committee did want to make citizens aware that the new billing format was commencing. Mayor Crewe stated that he has heard the promotional ad on Three Rivers Media radio in regard to the Town's new water bills, and he wanted to thank Mr. Gordon for that. He commented that most localities do not understand what it is like to have a local radio station. Mayor Crewe reiterated that he appreciated Mr. Gordon for running the promotional ad.

Vice-Mayor King, also, reported that last March, the Town went through a process of refinancing portions of its existing debt. She explained that the terms of the refinancing package provided a lower interest rate, as well as reduced the term of the indebtedness. Vice-Mayor King noted that, over time, these refinancing efforts will save the Town approximately \$8.5 million. She commented that the refinancing package totaled approximately \$12.5 million and was divided into a Series A Bond, which was not to exceed \$10 million, and a Series B Bond, which was not to exceed \$2.5 million. Vice-Mayor King stated that the interest rate was a fixed rate of 2.24 percent for the first 10 years with minimal increases during the term of the bond and a maximum increase not to exceed 3.44 percent. She remarked that municipalities can only bond \$10 million worth of indebtedness in any calendar year. Vice-Mayor King explained that the Series B portion of this loan package is now eligible to be financed under these same terms. She commented that this refinancing is being provided by National Bank that, currently, provides the Town with all of its banking services. Vice-Mayor King stated that later in the meeting, the Council will consider a resolution authorizing the issuance of this new General Obligation Refunding Bond prepared by its bond counsel, Mr. Webster Day with Spillman, Thomas & Battle, PLLC of Roanoke, Virginia. She advised that later when the authorizing resolution is considered, it would be the recommendation of the Budget and Finance Committee that it be adopted. A copy of the Budget and Finance Committee report is attached and made part of these minutes.

#### **RE: PUBLIC WORKS COMMITTEE REPORT**

Councilman Lambert, reporting for the Public Works Committee, stated the Town received good news this past week regarding funding for the Farmers' Market. He explained that the Town had made application to the Tobacco Commission, and the Town was advised this past week that \$85,000.00 has been awarded to be used for the construction of the outdoor shelter on the west side of the building. Councilman Lambert noted that work on the east side of the building will occur after the completion of the Heritage Walk, which abuts the Farmers' Market on the east side. He stated, the Town was, also, advised this past week by Rural Development that the Town had cleared the environmental review process and this would put the Town in the position to receive \$50,000.00 in grant funding, which could be used for improvements to the Farmers' Market. Councilman Lambert remarked that, finally, the Public Works Committee would like to note that the Town has been approved for \$46,335.00 from the Virginia Brownfields Assistance Fund Grant Program, which is to be used for asbestos abatement and other environmental

matters. He explained that, primarily, all of these funds pertain to fixing the interior of the building. Councilman Lambert stated between these three funding sources, the Town has, or will receive, slightly over \$181,000.00 that can be used for the renovation of this facility. He noted that the structure was purchased with grant funds from the Wythe-Bland Foundation. Councilman Lambert commented that these various improvements will be beginning in spring 2016. He remarked that the Public Works Committee would like to note that the Farmers' Market held a sale on the first Saturday in December and drew in over 700 participants. Councilman Lambert advised that the Public Works Committee believes that the Farmers' Market and its activities will be a great enhancement to the downtown area.

Councilman Lambert, also, reported that the Town has been invited to participate in a patriotic ceremony that will be held commemorating the September 11 event. He stated the Committee who is making the arrangements is comprised of a variety of citizens throughout Wythe County. Councilman Lambert commented that the event will have a number of featured speakers who will speak on a patriotic theme, and there will be a special recognition of military, law enforcement, firefighters and others. He stated that it is anticipated that the Community Band will provide patriotic music. Councilman Lambert noted that because this is such a worthwhile community activity, the Public Works Committee feels that the Town can provide the Community Center space to this Committee without any fee. He advised that it would be the recommendation of the Public Works Committee that the Town participate in this patriotic event, and the Town provide space at the Community Center for this function at no charge to the Committee. A motion was made by Councilman Lambert and seconded by Councilman Hundley to approve waiving fees for the use of the Wytheville Meeting Center for a patriotic ceremony commemorating the 9/11 event. Mayor Crewe inquired if there is any discussion on the motion to approve the motion. Town Manager Sutherland advised that he would like to note that this ceremony will be held on the Meeting Center side of the Community Center, and that Ms. Rosa Jude already has the event tentatively booked. Mayor Crewe inquired of Town Manager Sutherland if this would, basically, make the Town of Wytheville a co-sponsor of the event. Town Manager Sutherland stated that is correct. Mayor Crewe inquired if there is any further discussion on the motion. There being none, the motion was approved with the following voting results: For: Trenton G. Crewe, Jr., Jacqueline K. King, H. Judson Lambert, William B. Weisiger, Thomas F. Hundley. Against: None. A copy of the Public Works Committee report is attached and made part of these minutes.

#### **RE: RESOLUTION – GENERAL OBLIGATION REFUNDING BOND**

Mayor Crewe advised that the next agenda item is the resolution authorizing the issuance of a general obligation refunding bond for a portion of the Town's debt. He stated that the recommendation of the Budget and Finance Committee is that the resolution be adopted to authorize the refinancing of \$2,468,148.22 for the general obligation bonds. A motion was made by Vice-Mayor King and seconded by Councilman Weisiger to adopt a resolution authorizing the issuance of a general obligation refunding bond for a portion of the Town's debt. Mayor Crewe inquired if there is any discussion on the motion to adopt the resolution, and he noted that the adoption of the resolution requires a roll call vote. There being none, the motion was approved with the following voting in favor and there being no opposition:

FOR: Trenton G. Crewe, Jr., Jacqueline K. King, William B. Weisiger, H. Judson Lambert, Thomas F. Hundley  
AGAINST: None  
ABSTENTIONS: None

Mayor Crewe advised the refinancing will occur, and the resolution is adopted.

#### **RE: ADJOURNMENT**

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:13 p.m.).

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Trenton G. Crewe, Jr., Mayor

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Sharon G. Corvin, Town Clerk

## **BUDGET AND FINANCE COMMITTEE REPORT**

**JANUARY 25, 2016**

1. This month, when water and sewer bills are sent to consumers, we will be using a new billing format. Historically, the water and sewer bills have always been on a postcard. There have been a number of issues associated with our current billing process. First, we have some customers who do not think that it is appropriate for their billing information to be exposed on the postcard. Secondly, there is very little space on the postcard to provide customers with additional information. Finally, there have been a number of revisions by the postal service, which make it more difficult to use the postcards for invoicing service. Beginning this month, the new water and sewer bills will be printed on an 8½" x 11" sheet of paper and mailed in a regular envelope. The billing will, also, have a return envelope attached with it. The first bills issued under this new format will be due in March. The new format provides us the opportunity to give citizens other information that may be pertinent. The options for payment of the bill will remain the same either by mail or in person at the Municipal Building. Customers should, also, note that the payment of water and sewer bills can be automatically drafted from their checking account or they can make the payment online. We believe that the revision to the water and sewer billing will be an improvement. There is no action required by the Council, but we did want to make citizens aware that the new billing format was commencing.

2. Last March, the Town went through a process of refinancing portions of its existing debt. The terms of the refinancing package provided a lower interest rate, as well as reduced the term of the indebtedness. Over time, these refinancing efforts will save the Town approximately \$8.5 million. The refinancing package totaled approximately \$12.5 million and was divided into a Series A Bond, which was not to exceed \$10 million, and a Series B Bond, which was not to exceed \$2.5 million. The interest rate was a fixed rate of 2.24 percent for the first 10 years with minimal increases during the term of the bond and a maximum increase not to exceed 3.44 percent. Municipalities can only bond \$10 million worth of indebtedness in any calendar year. The Series B portion of this loan package is now eligible to be financed under these same terms. This refinancing is being provided by National Bank that, currently, provides the Town with all of its banking services. Later in the meeting, the Council will consider a resolution authorizing the issuance of this new General Obligation Refunding Bond prepared by our bond counsel, Mr. Webster Day with Spillman, Thomas & Battle, PLLC of Roanoke, Virginia. Later when the authorizing resolution is considered, it would be the recommendation of the Budget and Finance Committee that it be adopted.

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Jacqueline K. King

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William B. Weisiger

## **PUBLIC WORKS COMMITTEE REPORT**

**JANUARY 25, 2016**

1. We received good news this past week regarding funding for the Farmers' Market. The Town had made application to the Tobacco Commission, and we were advised this past week that \$85,000.00 has been awarded to be used for the construction of the outdoor shelter on the west side of the building. Work on the east side of the building will occur after the completion of the Heritage Walk, which abuts the Farmers' Market on the east side. We were, also, advised this past week by Rural Development that the Town had cleared the environmental review process and this would put the Town in the position to receive \$50,000.00 in grant funding, which could be used for improvements to the Farmers' Market. Finally, we would like to note that we have been approved for \$46,335.00 from the Virginia Brownfields Assistance Fund Grant Program, which is to be used for asbestos abatement and other environmental matters. Primarily, all of these funds pertain to fixing the interior of the building. Between these three funding sources, we have, or will receive, slightly over \$181,000.00 that can be used for the renovation of this facility. The structure was purchased with grant funds from the Wythe-Bland Foundation. These various improvements will be beginning in spring 2016. We would like to note that the Farmers' Market held a sale on the first Saturday in December and drew in over 700 participants. We believe that the Farmers' Market and its activities will be a great enhancement to the downtown area.



2. The Town has been invited to participate in a patriotic ceremony that will be held commemorating the September 11 event. The Committee who is making the arrangements is comprised of a variety of citizens throughout Wythe County. The event will have a number of featured speakers who will speak on a patriotic theme, and there will be a special recognition of military, law enforcement, firefighters and others. It is anticipated that the Community Band will provide patriotic music. Because this is such a worthwhile community activity, we feel that we can provide the Community Center space to this Committee without any fee. It would be the recommendation of the Public Works Committee that the Town participate in this patriotic event, and we provide space at the Community Center for this function at no charge to the Committee.

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H. Judson Lambert

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Thomas F. Hundley