

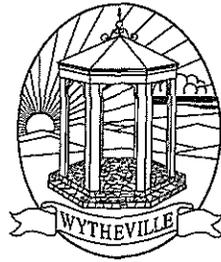
AGENDA
Wytheville Town Council
September 26, 2016
7:00 p.m.
Wytheville Municipal Building
150 East Monroe Street
Wytheville, Virginia 24382

- A. **INVOCATION** – COUNCILMAN JOSEPH E. HAND, JR.
- B. **CALL TO ORDER**—MAYOR TRENTON G. CREWE, JR.
- C. **ESTABLISHMENT OF QUORUM**—MAYOR TRENTON G. CREWE, JR.
- D. **PLEDGE OF ALLEGIANCE**—COUNCILMAN THOMAS F. HUNDLEY
- E. **CONSENT AGENDA**
 - 1. Minutes of the regular meeting of September 12, 2016
 - 2. Request of George Wythe High School to conduct their homecoming parade on Thursday, September 29, 2016, at 6:15 p.m.
 - 3. Request of the American Association of University Women for issuance of a raffle permit for 2017
- F. **CITIZENS' PERIOD**
- G. **OLD BUSINESS**—TOWN MANAGER C. WAYNE SUTHERLAND, JR.
- H. **COMMITTEE REPORTS**
 - 1. Budget and Finance
 - a. Establishment of the personal property tax reimbursement rate
 - b. Transfer of Water/Sewer Funds to make payment to the General Fund
 - 2. Public Works
 - a. Façade Program expansion
 - b. Milling and paving program underway
- I. **ORDINANCES/RESOLUTIONS**
 - 1. Resolution recognizing the efforts of former Councilman William B. Weisiger

J. APPOINTMENTS

1. Consider an appointment or reappointment of youth members to the Recreation Commission to fill the expiring term of Ms. Gretchen Showalter and Mr. Dakota Abate (terms expire October 1, 2016)
2. Consider an appointment to the Recreation Commission to fill the unexpired term of Mr. Daniel Delp (term expires December 31, 2017)

K. ADJOURNMENT



| | |
|----------------------|--|
| Meeting Date: | Monday, September 26, 2016 |
| Item Name: | Consent Agenda |
| Item Number: | E-2 |
| Subject: | George Wythe High School Homecoming Parade Request |

SUMMARY:

Please find enclosed a request from George Wythe High School to conduct their homecoming parade on Thursday, September 29, 2016, at 6:15 p.m. Chief Arnold has reviewed and approved the requested date, route and time.

TOWN OF WYTHEVILLE
**5K RUN/PARADE/MARCH/STREET CLOSING FOR EVENT/
OTHER EVENT APPLICATION**

Date September 12, 2016
60 DAYS PRIOR TO EVENT

A. Request for a 5K Run/Parade/March/Street Closing for Event/Other Event is hereby made by:
ORGANIZATION NAME George Wythe High School
CONTACT PERSON Danny Lee
ADDRESS #1 Maroon Way, Wytheville, VA 24382
CONTACT NUMBER (276) 258-3157
NAME OF EVENT Homecoming Parade

B. This event is being requested to be conducted on:
MONTH September, DAY 29, YEAR 2016
START TIME 6:15 pm, END TIME _____

C. 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.

D. Please select a route from one of the five (5) pre-approved routes listed below. If there is another route your organization would like to use, please select number six (6) and describe the route in detail. We cannot guarantee that the chosen route will be approved.

- 1. **5K Run "WCC" Route** (Begin at the Wytheville Community College property, proceed on East Main Street, turn right on 11th 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 11th Street, turn right on Withers Road (turns into Calhoun Street), turn right on Railroad Avenue, turn right on 20th 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 17th Street, go through the Loretto subdivision, turn right on Peppers Ferry Road, turn left on 11th 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 Route** (Begin at Super Dollar/Family Dollar at the corner of Main and 12th Street, proceed east on Main Street, turn left on First Street, turn left on Monroe Street and right into the Town Municipal Building Parking Lot.)

6. **Parade/March/Other Route:** 14th Street at Dr. Camden's
Office and proceed west on Spiller Street
to George Wythe High School.

7. **Request for Street Closure for an Event?** ___ Yes ___ No

If yes, please list the streets requested to be closed:

E. SIGNED _____

TITLE _____

*******FOR OFFICE USE ONLY*******

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 R. Arnold
Wytheville Police Department



George Wythe High School

#1 Maroon Way

Wytheville, Virginia 24382

Phone: (276) 228-3157 Fax: (276) 228-4124

Dante Lee
Principal

Russell Street
Assistant Principal
G. Rusty Beamer
Athletic Director

TOWN OF WYTHEVILLE
RECEIVED
SEP 12 2016

September 2, 2016

C. Wayne Sutherland, Jr. Town Manager
Town of Wytheville
P.O. Box Drawer 533
Wytheville, Virginia 24382

Dear Mr. Sutherland;

George Wythe High School would like to request permission to conduct a Homecoming Parade on Thursday, September 29, 2016. It will assemble north on 14th Street behind Dr. Claude Camden office at approximately 5:30 p.m. The parade will begin at 6:15 p.m. The parade route will go west on Spiller Street to George Wythe High School.

Thank you for your consideration on this request.

Sincerely,

Danny Lee
Principal

ks



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|----------------------|--|
| Meeting Date: | Monday, September 26, 2016 |
| Item Name: | Consent Agenda |
| Item Number: | E-3 |
| Subject: | American Association of University Women Raffle Permit Request |

SUMMARY:

Please find enclosed a request from the American Association of University Women for a permit to conduct raffles during calendar year 2017. The League meets the criteria for issuance of the permit.

**TOWN OF WYTHEVILLE
RAFFLE PERMIT EVENT APPLICATION**

Date 9-8-16

A. Application to conduct raffle(s) is hereby made by:
ORGANIZATION NAME American Association of University Women
CONTACT PERSON Anita Aymer
ADDRESS 775 Country Club Dr Wytheville 24382
CONTACT NUMBER 276-625-0404
NAME OF EVENT Raffle/Donation for Scholarships

B. This event is being requested to start on:
MONTH April, DAY 1, YEAR 2017

C. Has the organization been designated a 501(c)(3) organization for three (3) years or more?
 Yes, the organization has held a 501(c)(3) designation for three (3) years or more. Please attach 501(c)(3) certificate. not available
 No, the organization is not eligible for a 501(c)(3) designation or has not held the designation for three (3) or more years. **If no, your organization is not eligible for a raffle permit.**

D. SIGNED Anita Aymer
TITLE Past-President



| | |
|----------------------|----------------------------|
| Meeting Date: | Monday, September 26, 2016 |
| Item Name: | Committee Reports |
| Item Number: | H-1 |
| Subject: | Budget and Finance |

SUMMARY:

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

- a. Establishment of the personal property tax reimbursement rate
- b. Transfer of Water/Sewer Funds to make payment to the General Fund

BUDGET AND FINANCE COMMITTEE REPORT

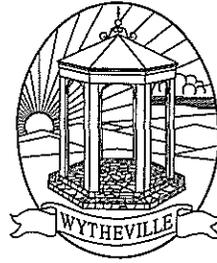
SEPTEMBER 26, 2016

1. Town Treasurer Mike Stephens advises that he now has all of the information from the Commissioner of the Revenue on personal property taxes, i.e. vehicles. As the Council knows, several years ago, the State changed the law with regard to procedures where car taxes were eliminated, and then the State reimburses communities a certain percent. When the budget was adopted this past year, the reimbursement that was established in the budget document was 55.70 percent, and, as the Council knew at that time, it was an estimate until the Commissioner actually provided the Town with all of the data for the year. It has now been determined that the reimbursement percentage from the State will need to be established at 55.51 percent. Town Treasurer Stephens would request, and we recommend, that the Council take an action to establish the reimbursement percentage at the above described amount.
2. In prior years, the Water and Sewer Fund did not have sufficient revenues to fund its operation and, subsequently, borrowed money from the Town's General Fund. The Town's Water and Sewer Fund is no longer operating at a deficit, and we think that it is an appropriate time for the Water and Sewer Fund to start repaying its debt to the General Fund. Currently, the Water and Sewer Fund is in debt for \$1,018,000 but has a fund balance of approximately \$1.5 million. It would be the recommendation of the Budget and Finance Committee that we authorize the Town Treasurer to make a debt payment in the amount of

\$700,000 to the General Fund from the Water and Sewer Fund. We would like to continue monitoring the financial situation of the Water and Sewer Fund and make another payment, at least by next year, to eliminate the debt owed to the General Fund by the Water Sewer Fund.

Jacqueline K. King

Beth A. Taylor



| | |
|----------------------|----------------------------|
| Meeting Date: | Monday, September 26, 2016 |
| Item Name: | Committee Reports |
| Item Number: | H-2 |
| Subject: | Public Works |

SUMMARY:

The Public Works Committee will report on the following matters:

- a. Façade Program expansion
- b. Milling and paving program underway

PUBLIC WORKS COMMITTEE REPORT

SEPTEMBER 26, 2016

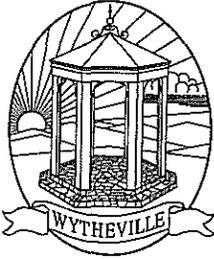
1. This week at the Work Session, we discussed the potential for extending the Façade Program in the downtown area. There is, currently, a Façade Program in existence that provides for improvements on properties along Main Street situated between Fifth and Sixth Streets. We have had other property owners outside of the currently designated area to express interest in extending the program, and, given that we are working extensively to improve the esthetics in the downtown area, we thought that it may be timely to consider an expansion of the program. The concept that is under review would be to expand the eligible area between Eleventh and Twelfth Streets along Main Street, as well as Tazewell Street between Spring and Monroe Streets. Under the Town's current program, a property owner is eligible to receive grant funds up to 50 percent, or up to \$15,000, for the improvements. An initial survey of the new area under review appears that there are approximately 38 structures that could be identified as candidates for improvements. It may be noted that the current program has been in existence for over one year, and, to date, only one disbursement has been made. There are a number of other façade improvements ongoing in the downtown area and we anticipate more in the coming year. We are far from finalizing the exact stipulations for the new program, and, we thought, based on the number of inquiries that we have had, it should be noted that we have the Façade Program expansion under review. Obviously, the ultimate

goals, including the improvements that are going on at present, would be to enhance the esthetics and economics of our downtown area.

2. Earlier this summer, the Town received bids for milling and paving various streets throughout Town. W&L Construction is the low bidder and began the milling process on September 15, 2016. They have now completed the milling program and have begun the paving program. This year's paving program has a budget of \$500,000 and all of these funds will be expended. The roads that are to be paved are always selected on the basis of their condition. Roadways that are significantly distressed or have other problems are prioritized when developing the paving schedule. We think that all of the milling and paving activities should be completed by October 1, 2016.

Thomas F. Hundley

Joseph E. Hand, Jr.



| | |
|----------------------|----------------------------|
| Meeting Date: | Monday, September 26, 2016 |
| Item Name: | Ordinances/Resolutions |
| Item Number: | I-1 |
| Subject: | Resolution – Weisiger |

SUMMARY:

Please find enclosed a copy of a resolution commending former Councilman William B. Weisiger for his service to the Town of Wytheville.

RESOLUTION



WHEREAS, the Town Council of the Town of Wytheville here seated desires to express its appreciation for the service of Councilman William B. Weisiger to the Wytheville Town Council; and,

WHEREAS, Councilman Weisiger is deserving of meritorious recognition by the Town Council and the citizens of the Town of Wytheville; and,

WHEREAS, Councilman William B. Weisiger served the Town of Wytheville for a period of sixteen years from July 1, 1994, to June 30, 2010, and as an appointed Council member from January 12, 2015, to August 24, 2016; and,

WHEREAS, during Councilman Weisiger's first term, he served on the Town's Public Works Committee, the District Three Governmental Cooperative, the Wytheville Redevelopment and Housing Authority, the New River Regional Water Authority and the Homestead Museum Advisory Board, and, during his second term, Councilman Weisiger served on the Budget and Finance Committee, the Homestead Museum Advisory Board and the District Three Governmental Cooperative; and,

WHEREAS, Councilman Weisiger worked diligently and faithfully in developing services and activities which would be of benefit to the Town citizens, which included the vast improvements to the infrastructure and aesthetics to revitalize downtown Wytheville; and,

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

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Wytheville, Virginia, officially commends Councilman William B. Weisiger 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 Weisiger its best wishes for future successes.

Adopted this 26th day of September 2016.



Trenton G. Crewe, Jr., Mayor

ATTEST:



Sharon G. Corvin, Clerk of Council



| | |
|----------------------|---------------------------------------|
| Meeting Date: | Monday, September 26, 2016 |
| Item Name: | Appointments |
| Item Number: | J-1 |
| Subject: | Recreation Commission – Youth Members |

SUMMARY:

The terms of Ms. Gretchen Showalter and Mr. Dakota Abate as youth members to the Recreation Commission expire October 1, 2016. Ms. Showalter is eligible for reappointment and has indicated a willingness to serve again, if reappointed. Mr. Abate is not eligible for reappointment. Please find enclosed one application for consideration for appointment to the Commission as a youth member. This reappointment and appointment will be for a one-year term, which will expire on October 1, 2017.

Town of Wytheville



Date Received:

August 25, 2016

Date Appointed:

Town Committee Application

Please type or print in pen clearly:

Name:

Taylor

Last

Kaitlin

First

B.

M.I.

Mr., Mrs., Miss, Rank

Home Mailing Address:

10 Davis Circle Wytheville VA

Business Name and Mailing Address (if appropriate):

Communications:

Phone (day): 276 620 7301 (evening): 276 620 7309 Fax: _____ E-mail: kaitlin2@emb.orgmail.c

Vocation/Profession: Student

Education/Qualifications/Job Experience(s):

High School Student

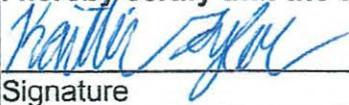
Youth Conservation Corps

Babysits

16 years old

Interests/Community Service Activities:

Highschool Varsity Cross Country and Varsity Softball

| | |
|---|---|
| Boards/Commission(s) You Wish To Serve On: | |
| 1 st Choice: | Recreation Commission |
| 2 nd Choice: | |
| 3 rd Choice: | |
| Others: | |
| Current Member of a Town Board/Commission? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | |
| If Yes, please list: _____ | |
| Previously Served on a Town Board/Commission? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | |
| If Yes, please list: _____ | |
| Have you ever worked for the Town of Wytheville? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | |
| If Yes, please list dates and names of departments: _____ | |
| Are you related to any Town employee or appointee? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | |
| If Yes, please indicate name and relationship: Beth Taylor Mother | |
| Are you aware that financial disclosures may be required annually? | |
| <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | |
| Are you aware of any potential conflicts of interest? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | |
| Are you aware of the time commitment involved? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | |
| What do you see as the objectives and goals of the board/committee(s) to which you seek appointment? | |
| To review and advise current and future recreational activities. | |
| What special qualities can you bring to the board/committee(s)? | |
| I am familiar with all outdoor recreational facilities. | |
| I hereby certify that the above information is correct to the best of my knowledge. | |
| Signature |  |
| Date | August 24, 2016 |
| Please Mail Your Completed Form To: Office of the Clerk Town of Wytheville Post Office Drawer 533 Wytheville, Virginia 24382 | |
| <i>We thank you for your interest in serving on a Town board or commission.</i> | |



| | |
|----------------------|----------------------------|
| Meeting Date: | Monday, September 26, 2016 |
| Item Name: | Appointments |
| Item Number: | J-2 |
| Subject: | Recreation Commission |

SUMMARY:

Please find enclosed an application for Mr. Michael Mitchell for consideration for appointment to the Recreation Commission to fill the unexpired term of Mr. Dan Delp (term expires December 31, 2017). This appointment will expire December 31, 2017, at which time Mr. Mitchell would be eligible for reappointment.

Town of Wytheville



Date Received:

September 8, 2016

Date Appointed:

Town Committee Application

Please type or print in pen clearly:

Name:

Mitchell

Michael

J

Last

First

M.I.

Mr., Mrs., Miss, Rank

Home Mailing Address:

355 East Pine St.

Wytheville VA 24382

Business Name and Mailing Address (if appropriate):

ARB Inc. 171 Industry Drive Stand VA 24315

Communications:

Phone (day): 276-688-1658 (evening): 540-818-1119 Fax: _____ E-mail: _____

michaeljo.mitchell@us.abb.com

Vocation/Profession: Production Control / Operations ARB Inc.
19+ year veteran at Stand facility

Education/Qualifications/Job Experience(s):

B.S. Business Administration

Management / Mfg. Engineering / Marketing / Quality Control

Interests/Community Service Activities:

Cub Scouts, Youth Soccer

Boards/Commission(s) You Wish To Serve On:

1st Choice: Wytheville Recreation Commission

2nd Choice: _____

3rd Choice: _____

Others: _____

Current Member of a Town Board/Commission? _____ YES NO

If Yes, please list: _____

Previously Served on a Town Board/Commission? _____ YES NO

If Yes, please list: _____

Have you ever worked for the Town of Wytheville? YES _____ NO

If Yes, please list dates and names of departments: Spring 2016 U-13 Soccer Coach

Are you related to any Town employee or appointee? _____ YES NO

If Yes, please indicate name and relationship: _____

Are you aware that financial disclosures may be required annually?

YES _____ NO

Are you aware of any potential conflicts of interest? _____ YES NO

Are you aware of the time commitment involved? YES _____ NO

What do you see as the objectives and goals of the board/committee(s) to which you seek appointment?

To provide the best recreation experience for all youth in the area.

What special qualities can you bring to the board/committee(s)?

Dedication, business savvy, 2 children ages 10 & 12

I hereby certify that the above information is correct to the best of my knowledge.


Signature

8/7/2016
Date

Please Mail Your Completed Form To:
Office of the Clerk
Town of Wytheville
Post Office Drawer 533
Wytheville, Virginia 24382

We thank you for your interest in serving on a Town board or commission.

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, SEPTEMBER 12, 2016, AT 7:00 P.M.**

Members present: Trenton G. Crewe, Jr., Jacqueline K. King, Thomas F. Hundley, Beth A. Taylor

Members absent: Joseph E. Hand, Jr.

Others present: Town Manager C. Wayne Sutherland, Jr., Assistant Town Manager Stephen A. Moore, Town Clerk Sharon G. Corvin, Town Attorney Robert P. Kaase, Bill Brogden, Polly Miller, Garnett Miller, Rebecca Beamer, Becky Grubb, Rusty Jones, Bobby Love, Danny Gordon with WYVE-AM/WXBX-FM/WLOY-AM, Police Officer Kelly White

RE: CALL TO ORDER, QUORUM, PLEDGE

Mayor Crewe called the meeting to order and established that a quorum of Council members was present. The Pledge of Allegiance was led by Councilwoman Taylor.

RE: REORGANIZATION OF COUNCIL DUE TO SPECIAL ELECTION

Mayor Crewe advised the next agenda item is the Reorganization of Council due to the special election where Dr. Beth A. Taylor was elected to the Town Council. He noted this requires the Reorganization of Council. Mayor Crewe stated he would certainly recognize the fact that Councilwoman Taylor has been properly sworn in and elected. Mayor Crewe noted that the Council would like to congratulate her. He expressed that unless there is an objection from the Council, he will make the appointment of Councilwoman Beth A. Taylor to the Budget and Finance Committee, which is a Mayoral appointment. Mayor Crewe explained that the Public Works Committee would continue to be Councilman Hundley and Councilman Hand. He remarked that Vice-Mayor King will continue to serve on the Budget and Finance Committee. Mayor Crewe advised that if the Council objects to any of these appointments, to please let him know. He stated that based on the Council's prior discussions, the Council member who serves on the Planning Commission has to be a certified Planner, and will continue to be Councilman Hand. Mayor Crewe noted that Councilman Hand is attending the Planning Commissioner's School this week to become a certified Planner and that is why he is not present for this Council meeting. He advised that Vice-Mayor King will continue to serve as the Vice-Mayor, the Council representative on the Wall of Honor Committee and the Council representative on the Recreation Commission. Mayor Crewe explained that in regard to the Homestead Museum Advisory Board, he will be the Council representative serving on behalf of the Council on the Homestead Museum Advisory Board. He noted that Councilman Hundley would continue to serve on the Wytheville Redevelopment and Housing Authority, the New River Regional Water Authority and the District III Governmental Cooperative. Mayor Crewe stated that unless someone objects, he will appoint Councilwoman Taylor to serve on the District III Governmental Cooperative, and Councilman Hundley will continue to serve as the alternate. He explained that Councilman Hundley will continue to be the Council representative for the Downtown Wytheville, Incorporated Board. Mayor Crewe stated that unless the Council objects, Town Manager C. Wayne Sutherland, Jr. will continue to serve as Town Manager, and the Clerk, Treasurer and Town Attorney will remain the same unless someone would like to make a change. Mayor Crewe inquired of Town Manager Sutherland if at present, Councilman Hand and Councilwoman Taylor would be the Council Personnel Committee representatives. Town Manager Sutherland stated that is correct. Vice-Mayor King remarked that, at present, the Council Personnel Committee representatives include herself and Councilman Hundley. Town Manager Sutherland stated that he apologized, and that he misunderstood and thought Mayor Crewe was inquiring about the future representatives. Mayor Crewe explained that the way the Council representatives rotate would be that Vice-Mayor King and Councilman Hundley will serve on the Committee through November, and then following that meeting, Councilman Hand and Councilwoman Taylor will be appointed to the Council Personnel Committee for a six month term, commencing December 2016. Mayor Crewe inquired if there are any objections, problems, questions or suggestions in regard to any of those appointments. Councilman Hundley inquired of Mayor Crewe if these appointments can be changed at any point in time by a vote of Council. Mayor Crewe stated that is correct. Mayor Crewe commented if there are no additions, changes or comments, the Reorganization of Council will occur as he listed it. Mayor Crewe advised that this completes the Reorganization of Council.

RE: CONSENT AGENDA

Mayor Crewe presented the consent agenda consisting of the minutes of the regular meeting of August 22, 2016; the request of Downtown Wytheville, Incorporated to conduct the Annual

Christmas Parade on Saturday, December 3, 2016, at 6:00 p.m.; and, the request of the March of Dimes to conduct the March for Babies Parade on Saturday, October 8, 2016, at 10:00 a.m. He inquired of the Council if there was a motion to approve the consent agenda together or separately. A motion was made by Councilman Hundley and seconded by Vice-Mayor King to approve the consent agenda consisting of the minutes of the regular meeting of August 22, 2016; the request of Downtown Wytheville, Incorporated to conduct the Annual Christmas Parade on Saturday, December 3, 2016, at 6:00 p.m.; and, the request of the March of Dimes to conduct the March for Babies Parade on Saturday, October 8, 2016, at 10:00 a.m., as presented. Mayor Crewe 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: Trenton G. Crewe, Jr., Jacqueline K. King, Thomas F. Hundley, Beth A. Taylor. Against: None.

RE: PUBLIC HEARING – MILLER SPECIAL EXCEPTION PERMIT REQUEST

Mayor Crewe advised the meeting constituted a public hearing (due notice having been given) to consider the request of Garnett and Polly Miller for a special exception permit to operate a carwash at 425 East Main Street, which is located on the south side of Main Street between Fifth and Seventh Streets, in a B-2 DT- General Business District – Downtown Zoning District. He noted that no one listed on the sign in sheet that they wished to speak in regard to the public hearing, however, if anyone would like to speak in regard to the public hearing, the Council would be glad to hear from them at this time. Mayor Crewe commented that he is not suggesting the Millers need to speak, but if they would like to address the Council they are welcome to do so at this time. There being no one who wished to speak during the public hearing, Mayor Crewe declared the public hearing closed, and he proceeded with the agenda.

RE: CITIZENS' PERIOD

Mayor Crewe advised the next agenda item is Citizens' Period. He noted that Mr. Rusty Jones had indicated on the sign in sheet that he wished to address the Council. Mayor Crewe commented that the Council is glad to have Mr. Jones attend the meeting. He asked that Mr. Jones please come forward to the podium and speak into the microphone so that the minutes can be properly recorded.

Mr. Rusty Jones was recognized and stated that he lives at 1590 Church Street in Wytheville. He noted that the Council has an agenda item later in the meeting in regard to the proposal for the street name change, therefore, he assumes it is the street located in front of his house. Mayor Crewe stated that is correct. Mr. Jones remarked that he is aware of the fact that the Council is in consideration of this matter. He noted that he is attending this meeting to share with the Council a little bit of history that he has seen, since 2006, when he bought his farm on Reed Creek. Mr. Jones commented that he appreciates the fact that the street is going to change to one name because that has been needed for a long time. He noted that it is very confusing, and no one has been able to find his house for years when he tells them that he lives on Church Street. He explained that he feels very strong about naming the road Reed Creek Mill Road. Mr. Jones noted that if a person looks at the history of the properties located on the creek, it is his understanding that the road can be connected again with Barrett Mill Road, which there is some logic to and there is only the one road. He explained that there is going to be a park developed in that same area, which he would also suggest being given the name of Reed Creek Mill Park. Mr. Jones stated that when anyone tries to locate something in the area where he lives, he does not know about everyone else, but he tells people to go to the Reed Creek Mill. He noted that it has been the Reed Creek Mill since 1938 when Mr. Pennix took it over. Mr. Jones commented that if the Council will look back at the Barrett Mill, it was named this from around 1858-1896. He explained that as a publically recognizable landmark, the whole vicinity is the Reed Creek Mill area. Mr. Jones commented that it only makes sense to him that the road be named Reed Creek Mill Road. He remarked that he is only attending the Council meeting to voice support for that concept, and he hopes that the Council will consider his comments as a person with multiple addresses if his subdivision is taken into consideration. Mr. Jones stated that he thinks that Reed Creek Mill Road would be the least confusing, and it would get people to where they are going. He remarked that the fact that a person would cross the bridge and connect to Barrett Mill Road is not a problem because the residents do it all the time when they transition from the town to the county. He noted that it would leave Mr. Barrett and his family with something of significance named in the community because they were a significant, historic family. Mr. Jones remarked that this was his comment in regard to the proposed road name change. He noted that he thinks that the Town should think from a branding standpoint, if and when the Town does get around to naming the park, that it be considered if there is a Reed Creek Mill Road and Reed Creek Mill Park, and all of those start to become uniform. He noted that he thinks all of this comes into play at some point from an attraction standpoint by attracting people to the community. Mr. Jones remarked that it would be something people would visit and

stay to see. He noted that this was his comment. Mr. Jones expressed that he had one other request that was in regard to the park. Mr. Jones stated that he knows the Council has been asked already by some of Dr. Thomas Hunter's family to perhaps have a memorial statue located somewhere, and he noted that Dr. Hunter was a really good friend of his. Mayor Crewe remarked that if he was incorrect about what he was getting ready to state for Mr. Jones to please stop him, but there has been a suggestion made, and he noted that the Council has taken no action and really has not reviewed the suggestion, but what he thinks Mr. Jones' suggestion would be is that maybe some of Mr. Jones' property that he has been good enough to donate to the Town might be a proper location for some type of memorial for Dr. Thomas Hunter. Mr. Jones expressed that this is exactly what his suggestion was going to be. He explained that the park would lend itself for this. He noted that he and his wife donated land in memory of his dad, and he commented that he would be straightforward in regard that his dad also committed suicide. Mr. Jones stated that he really feels strongly, and he would like something in memory of Dr. Thomas Hunter in that park. Vice-Mayor King expressed that she thinks it is a good idea. Mr. Jones remarked that he thinks it would fit well with the context. He noted that there is another person who donated land to this project and that was Ms. Connie Martin, whose son Jody had a similar issue. Mayor Crewe commented that he was trying to alleviate Mr. Jones asking for this. Mr. Jones stated he thinks there are a lot of things that relate to this. He noted that he is only asking the Council to consider this request and that perhaps the park would be a neat place to put it. Mayor Crewe explained that he thinks what Mr. Jones is going to hear when the Council gets to the street naming item on the agenda is that Town staff has heard from approximately half of the affected residents. He noted that not all of the affected residents are in favor of the road name change, but he thinks Town staff is going to try to visit residents or do something more to get the word out to the people the Town has not heard from at this time, but the Town is moving in that direction. Mayor Crewe thanked Mr. Jones for attending the meeting and sharing his thoughts. He inquired if anybody had any questions or comments for Mr. Jones while he is at the meeting. There being no questions or comments, and no one else to address the Council during Citizens' Period, Mayor Crewe proceeded 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, September 13, 2016, at 7:00 a.m.
2. The Council Personnel Committee will meet on Wednesday, September 14, 2016, at 8:15 a.m., at the Visitors' Center. Town Manager Sutherland noted, this time, the Committee will have seven new employee representatives present, and the current Council representatives will work with them on the Committee for the next three months. He explained that in December, Councilwoman Taylor and Councilman Hand will rotate onto the Committee.
3. The New River Regional Water Authority will meet on Thursday, September 15, 2016, at 9:30 a.m., in the Council Chambers.
4. Town Manager Sutherland advised that the Town Council meeting scheduled for Monday, October 10, 2016, also happens to be the same date of the Virginia Municipal League Conference. He inquired of the Council if they wished to dispense or reschedule the October 10, 2016, Town Council meeting, due to the Virginia Municipal League Conference being held on the same date. Mayor Crewe inquired of the Council as to what they would like to do in regard to the October 10 meeting. Vice-Mayor King commented that she thought, normally, the Council dispensed with the meeting. Town Manager Sutherland stated that is correct. A motion was made by Vice-Mayor King and seconded by Councilman Hundley to dispense with the October 10, 2016, Town Council meeting due to the Virginia Municipal League Conference being held on the same date. Mayor Crewe inquired if there was any discussion on the motion to dispense with the October 10 meeting. 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, Thomas F. Hundley, Beth A. Taylor. Against: None.

RE: BUDGET AND FINANCE COMMITTEE REPORT

Vice-Mayor King, reporting for the Budget and Finance Committee, stated that the Budget and Finance Committee has two requests for the appropriation of funds for two programs that were funded in the last fiscal year. She noted that the first request is from the Department of Museums seeking an appropriation of \$10,000 that will be the final payment on a feasibility

study conducted by their architect, David Gall, for the future kitchen building and gunsmith shop, both of which are to be located between the Rock House Museum and the Boyd Museum. Vice-Mayor King explained that the total expenses for the study are \$24,000, and all of the expenses, with the exception of the \$10,000, have been paid out of the Department of Museums' current budget. She commented that, last spring, the Council agreed to appropriate the additional \$10,000 when the study was completed. Vice-Mayor King stated, secondly, the Budget and Finance Committee has a request from the Department of Public Information and Tourism regarding the DRIVE Tourism Program. She noted that these grant funds that were awarded last year are to be used for a downtown entertainment venue feasibility study. Vice-Mayor King explained that this study has not yet been conducted, and it was requested that the \$10,000 appropriated last year be rolled over into the current fiscal year. She remarked that the Budget and Finance Committee believes that both of these requests for appropriations are worthwhile. Vice-Mayor King advised that it would be the recommendation of the Budget and Finance Committee that both requests be approved and the Council authorize both departments to disperse the money when needed. A motion was made by Vice-Mayor King and seconded by Councilwoman Taylor to approve an appropriation of \$10,000 to the Department of Museums for the final payment for a feasibility study for a kitchen and a gunsmith shop, approve an appropriation of \$10,000 to the Department of Public Information and Tourism for the Tourism DRIVE Program and authorize both departments to disperse the funds when needed. Mayor Crewe inquired if there is any discussion on the motion to approve the appropriations and disbursements. 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, Thomas F. Hundley, Beth A. Taylor. Against: None.

Vice-Mayor King, also, reported that last year, the Council agreed to fund up to \$100,000 to the Wytheville Redevelopment and Housing Authority for work they are performing on Freedom Lane. She stated, as the Council may recall, Freedom Lane is a 24-unit housing complex designed to benefit veterans. Vice-Mayor King explained that the Town served as the applicant for a Community Development Block Grant and received grant funding to install the infrastructure for the project. She commented that the pledge of \$100,000 by the Council is to be used in conjunction with the block grant funding to perform the site work. Vice-Mayor King stated the Housing Authority has now requested that these funds be released. She advised that the \$100,000 is appropriated in this year's budget, and it would be the recommendation of the Budget and Finance Committee that the Council authorize the payment of the request. A motion was made by Vice-Mayor King and seconded by Councilwoman Taylor to approve the request of the Wytheville Redevelopment and Housing Authority for an appropriation of \$100,000 for the Freedom Lane Project. Mayor Crewe inquired if there is any discussion on the motion to approve the request of the Wytheville Redevelopment and Housing Authority. 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, Thomas F. Hundley, Beth A. Taylor. 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 Hundley, reporting for the Public Works Committee, stated that, as the Council is aware, the construction of the remaining portion of Community Boulevard is scheduled to be bid this November. He explained that this section of roadway will connect the end of the existing Community Boulevard with Lithia Road. Councilman Hundley remarked that the design of the roadway includes the installation of a new water line throughout the project and certain adjustments to existing sewer lines in the area. He explained that the total estimated betterment cost is \$753,580. Councilman Hundley stated that in previous years, in a State construction project, the cost associated with a betterment was paid once the project was completed. He explained that regulations have now changed such that the payment by the municipality to the State is paid in a series of installments beginning when the Town executes the betterment contract and proceeding through December 2017. Councilman Hundley noted that in order for this work to be performed, it is necessary that the Town execute a contract with the Virginia Department of Transportation to include these betterments into the road project. He advised that it would be the recommendation of the Public Works Committee that the Council authorize the Town Manager to execute the contracts necessary to get this work performed. A motion was made by the Public Works Committee, which does not require a second, to authorize the Town Manager to execute the contract documents with VDOT for the betterment costs of \$753,580 for the Community Boulevard Road Project. Mayor Crewe inquired if there was any discussion on the motion to authorize the Town Manager to execute the contract documents. 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, Thomas F. Hundley, Beth A. Taylor. Against: None.

Councilman Hundley, also, reported that at the first meeting in August, the Public Works Committee reported that the Town was considering a suggestion it had received to rename the roadway leading to the Historic Truss Bridge Project and Reed Creek Mill Dam to eliminate the current confusion with the street name. He explained that, currently, someone traveling to one of these sites would proceed south on Sixth Street from Calhoun Street and cross the railroad, and as the traveler proceeds down the road, they find themselves on Church Street. Councilman Hundley stated that the Council did, in fact, send out a survey to the 28 property owners who live along this route. He noted that, to date, 14 people along this roadway have responded. Councilman Hundley explained that the Council had previously reported that it would be sharing its results at this meeting, and the Council thinks that it will continue to receive additional comments. He explained that out of the 14 respondents, 11 have agreed with the street name change while three are opposed. Councilman Hundley stated another idea that has surfaced is to name the roadway something similar to Reed Creek Mill Road so that it would be clear to a traveler that they were proceeding to the new park that is being developed at the truss bridge, as well as the Reed Creek Mill. He advised that the Public Works Committee does not, as of yet, have a recommendation, but it anticipates that something should be presented at a Council meeting in the very near future. Mayor Crewe stated the Council will continue to consider this matter, and that is what he was trying to tell Mr. Jones is that the Council has not made a decision in regard to the renaming of the street. He noted that it may or may not take place at the next Town Council meeting. A copy of the Public Works Committee report is attached and made part of these minutes.

RE: MILLER SPECIAL EXCEPTION PERMIT

Mayor Crewe advised the next agenda item is the issuance of a special exception permit to Garnett and Polly Miller for a special exception permit to operate a carwash at 425 East Main Street, which is located on the south side of Main Street between Fifth and Seventh Streets, in a B-2 DT- General Business District – Downtown Zoning District. He noted that the Council has the recommendation from the Planning Commission in their Council notebooks, and that the recommendation is that the special exception permit be approved with three stipulations. Mayor Crewe advised that the stipulations include the following: 1.) The property shall be improved by refurbishing the building(s) and structures by repairing, replacing and/or repainting, improving lighting type and design, providing landscaped areas and paving; 2.) Buffer yards shall be installed on the east and west property lines and on Spring Street; and, 3.) Failure to comply with these conditions shall be grounds for rescinding this special exception permit. He explained to the Council that they may take the action that they desire, and he noted that no one spoke at the public hearing, which was held earlier in the meeting. Mayor Crewe inquired if there is a motion concerning the application for a special exception permit to Garnett and Polly Miller to operate a carwash at 425 East Main Street. A motion was made by Councilwoman Taylor and seconded by Vice-Mayor King to issue a special exception permit to Garnett and Polly Miller to operate a carwash at 425 East Main Street, which is located on the south side of Main Street between Fifth and Seventh Streets, in a B-2 DT- General Business District – Downtown Zoning District, with the following stipulations: 1.) The property shall be improved by refurbishing the building(s) and structures by repairing, replacing and/or repainting, improving lighting type and design, providing landscaped areas and paving; 2.) Buffer yards shall be installed on the east and west property lines and on Spring Street; and, 3.) Failure to comply with these conditions shall be grounds for rescinding this special exception permit. Mayor Crewe stated that he is assuming since this recommendation came from the Planning Commission, and he noted that he has seen the minutes, that if there is a problem with those three stipulations, the Millers should speak now, but he is assuming the Millers are not objecting to the stipulations listed. He noted that if the Millers do not comply with those stipulations, the special exception permit can be rescinded. Mayor Crewe inquired of the Millers if there were any problems they saw with the stipulations recommended. Mr. Miller commented that they were only notified of two stipulations. Mayor Crewe explained that the third stipulation is that failure to comply with the first two stipulations would be grounds to rescind the special exception permit. He reiterated that the first stipulation is to refurbish, the second stipulation is the buffer yard and the third stipulation is that if the stipulations are not complied with, the special exception permit can be rescinded. Mayor Crewe stated that it is a condition of the permit that it can be rescinded if there is noncompliance. He noted that he is assuming from Mr. Miller's comment that the stipulations are not a problem. Mayor Crewe inquired if there is any discussion on the motion to issue the special exception permit to the Millers with the stipulations. 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, Thomas F. Hundley, Beth A. Taylor. Against: None.

RE: VIP PETCARE SPECIAL EXCEPTION PERMIT REQUEST

Mayor Crewe advised the next agenda item is the recommendation from the Wytheville Planning Commission to consider the request of VIP Petcare for a special exception permit to

provide veterinary services at Tractor Supply at 1380 East Main Street, which is located in the Lee-Hy Shopping Center (former Big Lots Shopping Center), located on the north side of East Main Street between Cassell Road and the Mountain View Square Shopping Center, in a B-2 Business District. He noted that it will be necessary for the Town Council to set a public hearing to consider this request, which could be scheduled for the October 24, 2016, Council meeting since the Council is not meeting on October 10. Mayor Crewe expressed that October 24, 2016, would meet all of the necessary advertising requirements, if the Council chooses this date. He inquired if there is any opposition to scheduling the public hearing for October 24, 2016. There being no objection, it was the consensus of the Council to set a public hearing for the October 24, 2016, Council meeting at 7:00 p.m. to consider the request of VIP Petcare for a special exception permit to provide veterinary services at Tractor Supply at 1380 East Main Street, which is located in the Lee-Hy Shopping Center (former Big Lots Shopping Center), located on the north side of East Main Street between Cassell Road and the Mountain View Square Shopping Center, in a B-2 Business District.

RE: ADJOURNMENT

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:23 p.m.).

Trenton G. Crewe, Jr., Mayor

Sharon G. Corvin, Town Clerk

BUDGET AND FINANCE COMMITTEE REPORT

SEPTEMBER 12, 2016

1. We have two requests for the appropriation of funds for two programs that were funded in the last fiscal year. The first request is from the Department of Museums seeking an appropriation of \$10,000 that will be the final payment on a feasibility study conducted by their architect, David Gall, for the future kitchen building and gunsmith shop, both of which are to be located between the Rock House Museum and the Boyd Museum. The total expenses for the study are \$24,000, and all of the expenses, with the exception of the \$10,000, have been paid out of the Department of Museums' current budget. Last spring, the Council agreed to appropriate the additional \$10,000 when the study was completed. Secondly, we have a request from the Department of Public Information and Tourism regarding the DRIVE Tourism Program. These grant funds that were awarded last year are to be used for a downtown entertainment venue feasibility study. This study has not yet been conducted, and it was requested that the \$10,000 appropriated last year be rolled over into the current fiscal year. We believe that both of these requests for appropriations are worthwhile. It would be the recommendation of the Budget and Finance Committee that both requests be approved and we authorize both departments to disperse the money when needed.
2. Last year, the Council agreed to fund up to \$100,000 to the Wytheville Redevelopment and Housing Authority for work they are performing on Freedom

Lane. As you may recall, Freedom Lane is a 24-unit housing complex designed to benefit veterans. The Town served as the applicant for a Community Development Block Grant and received grant funding to install the infrastructure for the project. The pledge of \$100,000 by the Council is to be used in conjunction with the block grant funding to perform the site work. The Housing Authority has now requested that these funds be released. The \$100,000 is appropriated in this year's budget, and it would be the recommendation of the Budget and Finance Committee that we authorize the payment of the request.

Jacqueline K. King

Beth A. Taylor

PUBLIC WORKS COMMITTEE REPORT

SEPTEMBER 12, 2016

1. As the Council is aware, the construction of the remaining portion of Community Boulevard is scheduled to be bid this November. This section of roadway will connect the end of the existing Community Boulevard with Lithia Road. The design of the roadway includes the installation of a new water line throughout the project and certain adjustments to existing sewer lines in the area. The total estimated betterment cost is \$753,580. In previous years, in a State construction project, the cost associated with a betterment was paid once the project was completed. Regulations have now changed such that the payment by the municipality to the State is paid in a series of installments beginning when the Town executes the betterment contract and proceeding through December 2017. In order for this work to be performed, it is necessary that the Town execute a contract with the Virginia Department of Transportation to include these betterments into the road project. It would be the recommendation of the Public Works Committee that the Council authorize the Town Manager to execute the contracts necessary to get this work performed.
2. At our first meeting in August, we reported that we were considering a suggestion we had received to rename the roadway leading to the Historic Truss Bridge Project and Reed Creek Mill Dam to eliminate the current confusion with the street name. Currently, someone traveling to one of these sites would proceed south on Sixth

Street from Calhoun Street and cross the railroad, and as the traveler proceeds down the road, they find themselves on Church Street. We did, in fact, send out a survey to the 28 property owners who live along this route. To date, 14 people along this roadway have responded. We had previously reported that we would be sharing our results at this meeting, and we think that we will continue to receive additional comments. Out of the 14 respondents, 11 have agreed with the street name change while three are opposed. Another idea that has surfaced is to name the roadway something similar to Reed Creek Mill Road so that it would be clear to a traveler that they were proceeding to the new park that is being developed at the truss bridge, as well as the Reed Creek Mill. We do not, as of yet, have a recommendation, but we anticipate that something should be presented at a Council meeting in the very near future.

Thomas F. Hundley

Joseph E. Hand, Jr.