

**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