

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, MAY 23, 2016, AT 7:00 P.M.**

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

Members absent: Trenton G. Crewe, Jr.

Others present: Town Manager C. Wayne Sutherland, Jr., Town Clerk Sharon G. Corvin, Joseph E. Hand, Jr., Marie B. Bishop, Beth Taylor, Millie Rothrock with *The Wytheville Enterprise*, Danny Gordon with WYVE-AM/WXBX-FM/WLOY-AM, Police Officer Zach Taylor

RE: CALL TO ORDER, QUORUM, PLEDGE

In the absence of Mayor Crewe, Vice-Mayor King 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

Vice-Mayor King presented the consent agenda consisting of the minutes of the regular meeting of May 9, 2016, and the request of the Wythe County Public Schools Foundation for Excellence for a 5K Glow Run on Saturday, August 13, 2016, at 7:30 p.m. She inquired of the Council if there was a motion to approve the consent agenda as presented or consider the items separately. A motion was made by Councilman Hundley and seconded by Councilman Weisiger to approve the consent agenda consisting of the minutes of the regular meeting of May 9, 2016, and the request of the Wythe County Public Schools Foundation for Excellence for a 5K Glow Run on Saturday, August 13, 2016, at 7:30 p.m., as presented. Vice-Mayor King 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: Jacqueline K. King, H. Judson Lambert, Thomas F. Hundley, William B. Weisiger. Against: None.

RE: PUBLIC HEARING – ZONING ORDINANCE AMENDMENT

Vice-Mayor King advised the meeting constituted a public hearing (due notice having been given) to consider amending the Town of Wytheville Zoning Ordinance, Article VI-M – Residential District R-1M, Sections 6-2.7M and 6-9.8M, regarding changes to existing accessory structures and reconstructions being approved by the Zoning Administrator. She stated this amendment comes as a recommendation from the Planning Commission. Vice-Mayor King explained that there is no one listed on the sign in sheet who noted they wished to address the Council in regard to the public hearing, however, if anyone would like to address the Council, now is the time to do so.

Mr. Joseph E. Hand, Jr. was recognized and inquired of the Council as to what exactly would change in the Zoning Ordinance because he lives in that section of the town. Town Manager Sutherland advised that Town Clerk Corvin could correct him if he is incorrect because she attends all of the Planning Commission meetings, but, he thinks the significance is that the wording regarding the Board of Architectural Review will be replaced by the Zoning Administrator. Town Clerk Corvin stated that is correct. Vice-Mayor King inquired if there were any further questions or comments in regard to the public hearing. There being none, Vice-Mayor King declared the public hearing closed, and she proceeded with the agenda.

RE: CITIZENS' PERIOD

Vice-Mayor King advised the next agenda item is Citizens' Period. She noted that no one had indicated on the sign in sheet that they wished to address the Council, but if anyone wished to do so, they could do so at this time. There being no one to address the Council during Citizens' Period, Vice-Mayor King 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, May 24, 2016, at 7:00 a.m. A topic on the agenda will include if the Council would or would not like to cancel the Council Work

Session meeting for Tuesday, May 31, 2016. He noted that next week's Council Work Session falls on a fifth week, therefore, they may or may not choose to cancel the meeting.

2. The Run for the Wall activities will begin on Wednesday, May 25, 2016, and conclude on Thursday, May 26, 2016, in Withers Park.
3. The Annual Wall of Honor Memorial Day Ceremony will be held on Sunday, May 29, 2016, at 1:30 p.m., in Withers Park.
4. The Joint Industrial Development Authority of Wythe County will meet on Thursday, May 26, 2016, at 3:00 p.m., in the Council Chambers.
5. The Town of Wytheville Municipal offices will be closed and all services will be curtailed on Monday, May 30, 2016, due to the Memorial Day holiday.

RE: BUDGET AND FINANCE COMMITTEE REPORT

Councilman Weisiger, reporting for the Budget and Finance Committee, stated later in the meeting, the Council would consider, on the first of three readings, the adoption of the budget for Fiscal Year 2016-17. He noted that this year's budget is \$28,578,000, which consists of slightly over \$22 million in the General Fund with the remaining \$6 million in the Water/Sewer Fund. Councilman Weisiger explained that the proposed budget is approximately \$4 million larger than the current budget and reflects a number of large capital outlay projects that were discussed at the last Council meeting. He remarked that, fortunately, there are approximately \$4 million in grant funds that will be used toward these projects. Councilman Weisiger advised that the budget does not propose or reflect any changes to real estate or personal property taxes or any other user fees. He noted that real estate taxes will be maintained at \$0.16 per \$100 valuation and \$0.28 per \$100 valuation for personal property taxes. Councilman Weisiger stated the budget, as proposed, contains all funding needed for personnel expenses and general operations. He explained that the budget includes a two percent pay increase for employees, as well as a modest increase in the salary of Council. Councilman Weisiger remarked that the salary for serving on Town Council has not changed since 2008. He commented that the total budget increase for the salary of the Mayor goes from \$7,000 to \$9,000, the Vice-Mayor from \$6,000 to \$8,500 and the salary of Council members from \$6,000 to \$7,200. Councilman Weisiger remarked that all of the increases combined total \$8,100. He advised that later in the meeting, when the budget is considered on the first reading, it would be the recommendation of the Budget and Finance Committee that it be approved on first reading. Councilman Weisiger stated that the Budget and Finance Committee would like to note that the budget will be considered again at the Town Council meeting on June 13, 2016, at which time there will, also, be a public hearing. He noted that the final adoption of the budget is scheduled for June 27, 2016. Councilman Weisiger advised that it should be noted that the budget, as proposed, can be amended at any time before its final adoption.

Councilman Weisiger, also, reported that last week, Wythe County conducted a sale of real estate property that had delinquent taxes. He commented that there were four properties within the town's corporate limits that sold for delinquent taxes. Councilman Weisiger remarked that the four properties owed the Town approximately \$21,500 in delinquent taxes. He stated that when the auction occurs, both County and Town delinquent taxes are deducted from the proceeds submitted to the owner. Councilman Weisiger advised that the Town collected approximately \$13,200 of these delinquent taxes. He noted that three of the four properties brought sufficient funds to pay off the delinquent tax amount, while one property was sold at such a low amount that no taxes were generated. Councilman Weisiger stated, in any event, the Council appreciates the effort of Town Treasurer Michael Stephens in collecting these delinquent taxes. A copy of the Budget and Finance Committee report is attached and made part of these minutes.

Vice-Mayor King stated that the Council appreciates Town Treasurer Michael Stephens' efforts.

RE: PUBLIC WORKS COMMITTEE REPORT

Councilman Hundley, reporting for the Public Works Committee, stated the Department of Museums is working with the Department of Tourism, the Wytheville-Wythe-Bland Chamber of Commerce and Wythe County to coordinate the Third Annual Road Market Sale sponsored by the Route 21 Market Group. He explained that the goal of the three day event, which will take place on July 29, 30 and 31, is to have yard sales and sidewalk sales taking place along Route 21 starting in Harmony, North Carolina, and ending here in Wytheville, Virginia. Councilman Hundley noted that publicity is designed to encourage shoppers to travel the entire 100 miles and stop along the way to spend time and money in each community. He remarked that in

Wythe County, the Council anticipates that, once again, there will be a good response from businesses and residents located on Route 21 from Speedwell through Wytheville. Councilman Hundley stated that to enable town residents and businesses to fully participate in this three day event, the Public Works Committee feels that two actions are appropriate. He commented that the first action would be to relax the regulations pertaining to yard sales to allow them to be held for that three day period. Councilman Hundley explained that the sales will begin at the Route 21 entrance corridor, continue along Main Street, turn left at Tazewell Street and continue on to the E. Lee Trinkle Regional Visitors Center. He expressed that the second action would be to allow downtown businesses, between 12th Street and 11th Street, to hold sidewalk sales during this same period of time. Councilman Hundley advised that the Public Works Committee wants to support the efforts to increase the tourism on the Route 21 corridor and would recommend that the two actions, as described above, be approved. A motion was made by Councilman Hundley and seconded by Councilman Lambert to approve the requests of the Route 21 Market Group for the Third Annual Road Market Sale to be held on July 29-31, 2016, and to relax the Town regulations to allow citizens to hold yard sales for three days rather than two days; set the yard sale route for this event to begin at the Route 21 entrance corridor, continue along Main Street, turn left on Tazewell Street and continue to the E. Lee Trinkle Visitors Center; and, to approve downtown businesses, between 12th Street and 11th Street, to hold sidewalk sales. Vice-Mayor King inquired if there is any discussion on the motion to approve the requests of the Route 21 Market Group. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Jacqueline K. King, H. Judson Lambert, Thomas F. Hundley, William B. Weisiger. Against: None.

Councilman Hundley, also, reported that several months ago, the Town employed Anderson & Associates, Incorporated to conduct a traffic study on the signals and lane markings on Main and Monroe Streets with their intersections at 11th Street. He explained that the objective of the traffic analysis was to identify improvements which could be made to the roadway geometry and traffic signal phasing to improve functionality of the two intersections. Councilman Hundley stated that one of the topics that was of particular concern was the volume of traffic that was backlogged on 11th Street between Main and Monroe Streets, as well as traffic safety on the westbound lanes of Main Street at the 11th Street intersection. He remarked that the Council has now received the report from Anderson & Associates, Incorporated, and it is now in a position to assess the information that they have provided and to look at the improvements that they have suggested. Councilman Hundley remarked that generally speaking, the recommendations from the engineers include revisions to certain areas of curb and gutter, as well as coordinating the traffic signals at both intersections. He explained that, also, a suggestion was made in the report to close Goodwin Lane, at Main Street, to eliminate this signalized roadway. Councilman Hundley stated, in any event, the Public Works Committee will continue to study the recommendations that it has received and, hopefully, by the next Council meeting, the Committee will be in a position to make some recommendations. Councilman Hundley commented that he wanted to make sure that an emphasis is made that there was no action taken on the suggestion of closing Goodwin Lane, but it was only a suggestion made by Anderson & Associates, Incorporated. Vice-Mayor King remarked that is something that would be discussed before anything is finalized. She inquired if that is the street near East End Cemetery. Councilman Hundley stated that is correct. A copy of the Public Works Committee report is attached and made part of these minutes.

RE: ORDINANCE NO. 1308

Vice-Mayor King presented Ordinance No. 1308, the Budget Ordinance for Fiscal Year 2016-17, on first reading. A motion was made by the Budget and Finance Committee, which does not require a second, to approve Ordinance No. 1308, the Budget Ordinance for Fiscal Year 2016-17, on first, but not final, reading. Vice-Mayor King inquired if there is any discussion on the motion to approve the ordinance on first, but not final, reading. There being none, the motion was approved with the following voting in favor and there being no opposition:

FOR: Jacqueline K. King, H. Judson Lambert, Thomas F. Hundley, William B. Weisiger

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1308 was approved on first, but not final, reading.

RE: ORDINANCE NO. 1309

Vice-Mayor King presented Ordinance No. 1309, an ordinance amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, Article VI-M - Residential District R-1M, Sections 6-2.7M and 6-9.8M, on first reading. A motion was made by Councilman Weisiger and seconded by Councilman Hundley, to approve Ordinance No. 1309, an ordinance amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, to amend and reenact Article VI-M - Residential District R-1M, Sections 6-2.7M and 6-9.8M, on first, but not final, reading. Vice-Mayor King inquired if there is any discussion on the motion to approve the ordinance on first, but not final, reading. There being none, the motion was approved with the following voting in favor and there being no opposition:

FOR: Jacqueline K. King, Thomas F. Hundley, H. Judson Lambert, William B. Weisiger

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1309 was approved on first, but not final, reading.

RE: APPOINTMENTS – BUILDING CODE APPEALS BOARD

Vice-Mayor King advised the next agenda item is the appointment or reappointment of a member to the Building Code Appeals Board to fill the expiring term of Mr. Kevin Varney (term expires July 26, 2016). She noted that Mr. Varney is eligible for reappointment and has indicated a willingness to serve again, if reappointed. Vice-Mayor King inquired if there is a motion concerning the reappointment of a member to the Building Code Appeals Board. A motion was made by Councilman Weisiger and seconded by Councilman Hundley to reappoint Mr. Kevin Varney to the Building Code Appeals Board for a five year term (terms expire July 26, 2021). Vice-Mayor King inquired if there is any discussion on the motion to reappoint Mr. Varney to the Building Code Appeals Board. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Jacqueline K. King, William B. Weisiger, Thomas F. Hundley, H. Judson Lambert. Against: None.

RE: ADJOURNMENT

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:14 p.m.).

Jacqueline K. King, Vice-Mayor

Sharon G. Corvin, Town Clerk

BUDGET AND FINANCE COMMITTEE REPORT

MAY 23, 2016

1. Later this evening, the Council will consider, on the first of three readings, the adoption of the budget for Fiscal Year 2016-17. This year's budget is \$28,578,000, which consists of slightly over \$22 million in the General Fund with the remaining \$6 million in the Water/Sewer Fund. The proposed budget is approximately \$4 million larger than the current budget and reflects a number of large capital outlay projects that were discussed at the last Council meeting. Fortunately, there are approximately \$4 million in grant funds that will be used toward these projects. The budget does not propose or reflect any changes to real estate or personal property taxes or any other user fees. Real estate taxes will be maintained at \$0.16 per \$100 valuation and \$0.28 per \$100 valuation for personal property taxes. The budget, as proposed, contains all funding needed for personnel expenses and general operations. The budget includes a two percent pay increase for employees, as well as a modest increase in the salary of Council. The salary for serving on Town Council has not changed since 2008. The total budget increase for the salary of the Mayor goes from \$7,000 to \$9,000, the Vice-Mayor from \$6,000 to \$8,500 and the salary of Council members from \$6,000 to \$7,200. All of the increases combined total \$8,100. Later in the evening, when the budget is considered on the first reading, it would be the recommendation of the Budget and Finance Committee that it be approved on first reading. We would like to note that the budget will be considered again at our meeting on June 13, 2016, at which time there will, also, be a public hearing.

The final adoption of the budget is scheduled for June 27, 2016. It should be noted, that the budget, as proposed, can be amended at any time before its final adoption.

2. Last week, Wythe County conducted a sale of real estate property that had delinquent taxes. There were four properties within the town's corporate limits that sold for delinquent taxes. The four properties owed the Town approximately \$21,500 in delinquent taxes. When the auction occurs, both County and Town delinquent taxes are deducted from the proceeds submitted to the owner. The Town collected approximately \$13,200 of these delinquent taxes. Three of the four properties brought sufficient funds to pay off the delinquent tax amount, while one property was sold at such a low amount that no taxes were generated. In any event, we appreciate the effort of Town Treasurer Michael Stephens in collecting these delinquent taxes.

Jacqueline K. King

William B. Weisiger

PUBLIC WORKS COMMITTEE REPORT

MAY 23, 2016

1. The Department of Museums is working with the Department of Tourism, the Wytheville-Wythe-Bland Chamber of Commerce and Wythe County to coordinate the Third Annual Road Market Sale sponsored by the Route 21 Market Group. The goal of the three day event, which will take place on July 29, 30 and 31, is to have yard sales and sidewalk sales taking place along Route 21 starting in Harmony, North Carolina, and ending here in Wytheville, Virginia. Publicity is designed to encourage shoppers to travel the entire 100 miles and stop along the way to spend time and money in each community. In Wythe County, we anticipate that, once again, there will be a good response from businesses and residents located on Route 21 from Speedwell through Wytheville.

To enable town residents and businesses to fully participate in this three day event, we feel that two actions are appropriate. The first action would be to relax the regulations pertaining to yard sales to allow them to be held for that three day period. The sales will begin at the Route 21 entrance corridor, continue along Main Street, turn left at Tazewell Street and continue on to the E. Lee Trinkle Regional Visitors Center. The second action would be to allow downtown businesses, between 12th Street and 11th Street, to hold sidewalk sales during this same period of time. We want to support the efforts to increase the tourism on the Route 21 corridor and would recommend that the two actions, as described above, be

approved.

2. Several months ago, the Town employed Anderson & Associates, Incorporated to conduct a traffic study on the signals and lane markings on Main and Monroe Streets with their intersections at 11th Street. The objective of the traffic analysis was to identify improvements which could be made to the roadway geometry and traffic signal phasing to improve functionality of the two intersections. One of the topics that was of particular concern was the volume of traffic that was backlogged on 11th Street between Main and Monroe Streets, as well as traffic safety on the westbound lanes of Main Street at the 11th Street intersection. We have now received the report from Anderson & Associates, Incorporated, and we are now in a position to assess the information that they have provided and to look at the improvements that they have suggested. Generally speaking, the recommendations from the engineers include revisions to certain areas of curb and gutter, as well as coordinating the traffic signals at both intersections. Also, a suggestion was made in the report to close Goodwin Lane, at Main Street, to eliminate this signalized roadway. In any event, we will continue to study the recommendations that we have received and, hopefully, by the next Council meeting, we will be in a position to make some recommendations.

H. Judson Lambert

Thomas F. Hundley