

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, JUNE 13, 2016, AT 7:00 P.M.**

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

Members absent: Thomas F. Hundley

Others present: Town Manager C. Wayne Sutherland, Jr., Assistant Town Manager Stephen A. Moore, Town Clerk Sharon G. Corvin, Marie B. Bishop, Heather Kapranos, Beth Taylor, 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 Weisiger.

RE: CONSENT AGENDA

Mayor Crewe presented the consent agenda consisting of the minutes of the regular meeting of May 23, 2016. He inquired of the Council if there was a motion to approve the consent agenda as presented or to somehow be amended. A motion was made by Vice-Mayor King and seconded by Councilman Weisiger to approve the consent agenda consisting of the minutes of the regular meeting of May 23, 2016, 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, H. Judson Lambert, William B. Weisiger. Against: None.

RE: PUBLIC HEARING – BUDGET ORDINANCE FOR FY 2016-17

Mayor Crewe advised the meeting constituted a public hearing (due notice having been given) to consider Ordinance No. 1308, the Budget Ordinance for fiscal year beginning July 1, 2016, and ending on June 30, 2017. He thanked the citizens for attending the Council meeting. Mayor Crewe noted that no one on the sign in sheet indicated they wished to speak in regard to the public hearing, however, if they would like to speak, the Council would be glad to hear from them at this time. He explained that if anyone arrived to the meeting in the next few minutes who wished to address the Council in regard to the public hearing, he will give them the opportunity to speak. Mayor Crewe reiterated that it was his understanding that there was no one attending the meeting who wished to speak during the public hearing for the Budget Ordinance. He inquired if anyone would like to address the Council during the public hearing. 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 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, Mayor Crewe 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, June 14, 2016, at 7:00 a.m.
2. The New River Regional Water Authority will meet on Thursday, June 16, 2016, at 9:30 a.m., in the Council Chambers.
3. The Council Personnel Committee will meet on Friday, June 17, 2016, at 8:15 a.m., in Conference Room A of the Wytheville Municipal Building. Councilman Hundley and Vice-Mayor King will be the new Council member representatives.
4. The Wytheville Redevelopment and Housing Authority will hold a groundbreaking ceremony for the Freedom Lane Project on Tuesday, June 21, 2016, at 11:00 a.m., at the Freedom Lane site located at 467 Peppers Ferry Road.
5. The Joint Industrial Development Authority of Wythe County will meet on Thursday, June 23, 2016, at 3:00 p.m., in the Council Chambers.
6. Mayor Crewe reminded Council that on Tuesday, June 14, 2016, at 11:00 a.m., Wythe County Community Hospital will hold a dedication ceremony for their Wall of Honor in honor of the veterans that hospice has served.
7. Mayor Crewe stated that he also received a notice that is technically not Old Business, even though it has been discussed, that on June 20, 2016, at 2:00 p.m., the Crossroads Regional Industrial Facilities Authority will hold its regular meeting.

RE: BUDGET AND FINANCE COMMITTEE REPORT

Councilman Weisiger, reporting for the Budget and Finance Committee, stated that later in the meeting, the budget for Fiscal Year 2016-17 will be considered on second reading. He noted that earlier in the meeting, there was a public hearing held pursuant to public notice given in the *Wytheville Enterprise*. Councilman Weisiger advised that at the last meeting, the Council discussed, in some detail, several components of the budget. He explained that the Council does not have any amendments proposed for this budget, therefore, the document that is being considered at this meeting is the exact same quantities as it was before. Councilman Weisiger advised that it would be the recommendation of the Budget and Finance Committee that when the Budget Ordinance is considered later in the meeting, that it be approved on second, but not final, reading. Mayor Crewe stated that since he did not attend the last Council meeting because he did not return to town until the meeting was adjourning, he will simply reiterate what Councilman Weisiger stated at the last meeting. He advised that there was a small raise in this budget for Council members, including the Mayor, but the Council will consider this later in the meeting.

Councilman Weisiger, also, reported that the Council has now had a Writ of Election signed by Judge Showalter establishing August 23, 2016, as the date for a Special Election for a member of Council. He explained that the seat held by former Councilman Jack Hunley will be replaced during this election. Councilman Weisiger stated that, currently, he is serving in this position, but, because of the two year remaining term, it was necessary to have this election. He

commented that persons who would be interested in serving on Council should contact the Wythe County Voter Registrar to obtain the candidate qualification papers. Councilman Weisiger advised that candidates' qualifications must be completed by June 22, 2016. He noted that the person who wins this election will serve until June 30, 2018. 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 that bids were received on May 31, 2016, at the Wytheville Municipal Building for the long awaited Downtown Improvements Project. He noted that six contractors indicated a willingness to bid the project. Councilman Lambert commented that out of the six contractors, only three actually submitted bids. He explained that the fourth bid was received, but, because it came in after the established bid opening time, it was rejected. Councilman Lambert stated the low bid submitted was from DCI Shires, Incorporated, at \$2,817,000. He remarked that this is a very good bid based on the Town's preliminary estimates. Councilman Lambert advised that the engineering company has now advised DCI Shires, Incorporated that their company is the apparent low bidder and needs to submit performance bonds, insurance documents, etc., such that a construction contract can be executed. He stated that the Town would anticipate that this process will take 30 days, and, thereafter, the contractor will be free to start construction. Councilman Lambert expressed that the Council has waited many years for this construction project to come to fruition, and they think it is going to be a great enhancement in the downtown area. He stated that there is no doubt that that there will be some inconvenienced times during the construction period. Councilman Lambert noted that in an effort to keep everyone advised in regard to the construction schedules, etc., the Town will have routine meetings and discussions with property owners and businesses in the downtown area to keep them informed about the project. Mayor Crewe commented that the information process is going to be critical when DCI Shires, Incorporated starts construction in the downtown area. He noted that this bid is much better than originally figured, which is good news. Mayor Crewe expressed that the Council looks forward to the start of construction in the near future.

Councilman Lambert, also, reported that for a number of years, the Wytheville Redevelopment and Housing Authority has been planning a new housing project that primarily serves veterans. He stated that almost a year ago, the Town sought block grant funds from the Department of Housing and Community Development (DHCD) who formed the site excavation for this housing project. Councilman Lambert noted that last August, the Town was notified that it had been funded \$505,000 for the site excavation. He explained that the Housing Authority, on behalf of the Town of Wytheville, bid the excavation for the site work and has now awarded a contract to G & H Contracting, Incorporated. Councilman Lambert commented that the construction activity will be administered by the Housing Authority, and the grant administration will be administered by the Mount Rogers Planning District Commission. He explained that during this past year, the Town has taken a number of measures to make sure this project moved forward. Councilman Lambert advised there is now a groundbreaking ceremony scheduled at the Freedom Lane site for June 21, 2016, at 11:00 a.m. He noted that the Housing Authority would welcome everyone to attend this groundbreaking ceremony. A copy of the Public Works Committee report is attached and made part of these minutes.

RE: ORDINANCE NO. 1308

Mayor Crewe presented Ordinance No. 1308, the Budget Ordinance for Fiscal Year 2016-17, on second reading. He stated if the ordinance proceeds as scheduled, the third and final reading of

the budget will be held at the June 27, 2016, meeting. A motion was made by Councilman Weisiger and seconded by Vice-Mayor King to approve Ordinance No. 1308, the Budget Ordinance for Fiscal Year 2016-17, on second, but not final, reading. Mayor Crewe inquired if there is any discussion on the motion to approve the ordinance on second, but not final, reading. 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

AGAINST: None

ABSTENTIONS: None

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

RE: ORDINANCE NO. 1309

Mayor Crewe 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 second reading. He inquired if there is a motion to approve Ordinance No. 1309 on second, but not final, reading. A motion was made by Councilman Lambert and seconded by Vice-Mayor King, 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 second, but not final, reading. Mayor Crewe inquired if there is any discussion on the motion to approve the ordinance on second, but not final, reading. 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, H. Judson Lambert, William B. Weisiger

AGAINST: None

ABSTENTIONS: None

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

RE: ADJOURNMENT

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:11 p.m.).

Trenton G. Crewe, Jr., Mayor

Sharon G. Corvin, Town Clerk

BUDGET AND FINANCE COMMITTEE REPORT

JUNE 13, 2016

1. Later this evening, the budget for Fiscal Year 2016-17 will be considered on second reading. Earlier this evening, there was a public hearing held pursuant to public notice given in *The Wytheville Enterprise*. At the last meeting, we discussed, in some detail, several components of the budget. We do not have any amendments proposed for this budget, therefore, the document that is being considered this evening is the exact same quantities as it was before. It would be the recommendation of the Budget and Finance Committee that when the Budget Ordinance is considered later this evening, that it be approved on second, but not final, reading.
2. We have now had a Writ of Election signed by Judge Showalter establishing August 23, 2016, as the date for a Special Election for a member of Council. The seat held by former Councilman Jack Hunley will be replaced during this election. Currently, Councilman Weisiger is serving in this position, but, because of the two year remaining term, it was necessary to have this election. Persons who would be interested in serving on Council should contact the Wythe County Voter Registrar to obtain the candidate qualification papers. Candidates' qualifications must be completed by June 22, 2016. The person who wins this election will serve until June 30, 2018.

Jacqueline K. King

William B. Weisiger

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PUBLIC WORKS COMMITTEE REPORT

JUNE 13, 2016

1. Bids were received on May 31, 2016, at the Wytheville Municipal Building for the long awaited Downtown Improvements Project. Six contractors indicated a willingness to bid the project. Out of the six contractors, only three actually submitted bids. The fourth bid was received, but, because it came in after the established bid opening time, it was rejected. The low bid submitted was from DCI Shires, Incorporated, at \$2,817,000. This is a very good bid based on our preliminary estimates. The engineering company has now advised DCI Shires, Incorporated that their company is the apparent low bidder and needs to submit performance bonds, insurance documents, etc., such that a construction contract can be executed. We would anticipate that this process will take 30 days, and, thereafter, the contractor will be free to start construction. We have waited many years for this construction project to come to fruition, and we think it is going to be a great enhancement in the downtown area. There is no doubt that that there will be some inconvenienced times during the construction period. In an effort to keep everyone advised in regard to the construction schedules, etc., we will have routine meetings and discussions with property owners and businesses in the downtown area to keep them informed about the project.
2. For a number of years, the Wytheville Redevelopment and Housing Authority has been planning a new housing project that primarily serves veterans. Almost a year

ago, the Town sought block grant funds from the Department of Housing and Community Development (DHCD) who formed the site excavation for this housing project. Last August, we were notified that we had been funded \$505,000 for the site excavation. The Housing Authority, on behalf of the Town of Wytheville, bid the excavation for the site work and has now awarded a contract to G & H Contracting, Incorporated. The construction activity will be administered by the Housing Authority, and the grant administration will be administered by the Mount Rogers Planning District Commission. During this past year, the Town has taken a number of measures to make sure this project moved forward. There is now a groundbreaking ceremony scheduled at the Freedom Lane site for June 21, 2016, at 11:00 a.m. The Housing Authority would welcome everyone to attend this groundbreaking ceremony.

H. Judson Lambert

Thomas F. Hundley