

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, AUGUST 8, 2016, AT 7:00 P.M.**

Members present: Trenton G. Crewe, Jr., Jacqueline K. King, William B. Weisiger, Thomas F. Hundley, Joseph E. Hand, Jr.

Others present: Town Manager C. Wayne Sutherland, Jr., Assistant Town Manager Stephen A. Moore, Town Clerk Sharon G. Corvin, Robert P. Kaase, Marie B. Bishop, Terry Beamer, Becky Grubb, Pat Snapp, Heather Kapranos, Beth Taylor, Mark Bloomfield, Todd Wolford, Danny Gordon with WYVE-AM/WXBX-FM/WLOY-AM, Millie Rothrock with *The Wytheville Enterprise*, Police Officer Darren Umberger

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 July 25, 2016, and the request of Ms. Leigh Ann Coe for a "Meet the Maroons" event for the George Wythe High School Football Team. He noted that Ms. Coe's school and community event is proposed to be held on Thursday, August 18. He noted that the event has been advertised in the newspaper. Mayor Crewe explained to the Council that they will see that Director Showalter has approved the request for waiver of fees by signing the form, however, it is less than the Council's 30 day requirement. He advised that the event is not being held by an organized group, but, rather, organized by the team parents. Mayor Crewe expressed that he would suggest that if the Council desires, the Consent Agenda would be the appropriate place to place this request. He inquired of the Council if there was a motion to approve the consent agenda for the minutes only or to include the minutes and the request together, as presented. A motion was made by Vice-Mayor King and seconded by Councilman Hundley to approve the consent agenda consisting of the minutes of the regular meeting of July 25, 2016, and the request of Ms. Leigh Ann Coe for a "Meet the Maroons" event for the George Wythe High School Football Team, 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, William B. Weisiger, Thomas F. Hundley, Joseph E. Hand, Jr. Against: None.

RE: CITIZENS' PERIOD

Mayor Crewe advised the next agenda item is Citizens' Period. He thanked the citizens for attending the meeting. 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 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 next Council Work Session will be held on Tuesday, August 9, 2016, at 7:00 a.m.
2. The Wytheville Planning Commission will meet on Thursday, August 11, 2016, at 6:00 p.m., in the Council Chambers.
3. The New River Regional Water Authority will meet on Thursday, August 18, 2016, at 9:30 a.m., in Austinville.
4. The Council Personnel Committee will meet on Friday, August 19, 2016, at the Wastewater Treatment Plant. He noted that this will be the last meeting for this set of employees. Town Manager Sutherland remarked that at the next meeting, the Council representatives will have all new employee representatives. Councilman Hundley inquired as to what time the meeting will begin. Town Manager Sutherland advised that the meeting begins at 8:15 a.m.

RE: BUDGET AND FINANCE COMMITTEE REPORT

Councilman Weisiger, reporting for the Budget and Finance Committee, stated that one topic that has been discussed extensively during the planning for the downtown improvements was a wayfinding program. He noted that wayfinding programs provide signage and information systems for both pedestrians and motorists navigating local streets seeking points of interest throughout the community. Councilman Weisiger explained that a comprehensive wayfinding program would provide signage and other graphics throughout all of Wytheville and assist tourists in locating particular destinations. He remarked that the Virginia Main Street Program has consultants who perform this type of work. Councilman Weisiger expressed that the Council has received a letter from Downtown Wytheville, Incorporated, along with a proposal from Frazier Associates, to perform these studies. He stated that under the proposed scenario, Downtown Wytheville, Incorporated would act as the contract administrator for having these wayfinding services provided. Councilman Weisiger noted that wayfinding services will involve a complete assessment of all of the Town's existing signs, gather input from citizens on important destinations that need to be marked and involve a variety of other factors including the best locations for various signs. He explained that Downtown Wytheville, Incorporated would request the Town to fund the \$47,000 consultant fee to have this work performed. Councilman Weisiger remarked that after the work is performed, it would be the responsibility of the Town of Wytheville to bid the project including the fabrication of signs and poles. He commented that the Council believes that the community is making great strides in becoming progressive, and these types of wayfinding systems can be found in all communities that are seeking efforts to promote their economic viability. Councilman Weisiger advised that it would be the recommendation of the Budget and Finance Committee that the Town appropriate \$47,000 to Downtown Wytheville, Incorporated to perform this work. Mayor Crewe stated that he will take this as a Committee recommendation that the Council should spend \$47,000 to allow Downtown Wytheville, Incorporated to perform the wayfinding study. A motion was made by Councilman Weisiger and seconded by Vice-Mayor King to appropriate \$47,000 to Downtown Wytheville, Incorporated to employ Frazier Associates to perform a wayfinding program study in the town. Mayor Crewe inquired if there was any discussion on the motion to appropriate the funds to Downtown Wytheville, Incorporated. Councilman Hundley stated that he had a question, or possibly a suggestion, but, he has heard that Google mapping does not route a person into the downtown area. He noted that it takes a person around the downtown. Councilman Hundley inquired of Mayor Crewe if this is something this study is going to incorporate and try to correct. Mayor Crewe expressed that he thinks this is something the Town can certainly ask, and that is one of the things Ms. Frazier had mentioned and looked at. He commented that Ms. Frazier noted that she was already aware of the fact that getting into downtown by Google maps was difficult. He remarked that it depends on what a person types into their GPS as to which way the mapping system sends the person. Mayor Crewe expressed that he thinks the Council can certainly ask Downtown Wytheville, Incorporated to stress that point. Councilman Hundley remarked that everyone has become so dependent upon GPS, and he thinks that is another crucial piece of this puzzle. Town Manager Sutherland expressed that he agrees with Councilman Hundley, and a person has to pull the information up on their telephones before they get to Wytheville. He noted that he thinks that is rather clear. Mayor Crewe commented that the Council will see this is part of Director Jude's logic in trying a new advertising campaign that she is going to start, as well. He remarked that he thinks that is a viable point which can certainly be stressed. Mayor Crewe inquired if there was any further discussion on the motion to appropriate the funds to Downtown Wytheville, Incorporated. 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, Thomas F. Hundley, Joseph E. Hand, Jr. Against: None.

Councilman Weisiger, also, reported that as it has been noted on a number of occasions, the Council will have a special election on August 23, 2016. He explained that given that this election is not on a regular date, the Council feels that many citizens will not be aware that the election is going on. Councilman Weisiger commented that Town staff has posted this information on the Town's webpage, as well as on the Town's Facebook page. He noted that the Council would also like to look at other avenues for reminding citizens of the election. Councilman Weisiger expressed that one concept that was developed was the use of the signboards at two locations, which are to be determined, but more than likely they will be situated on East Main Street and North Fourth Street so they can remind citizens of the upcoming election. He remarked that the election will be held in the basement of the Fourth Street Civic Center, and the polls will be open from 6:00 a.m. until 7:00 p.m. Councilman Weisiger stated that Council would note that State law now requires a photo identification for all citizens going to the polls to vote. He advised that the deadline to accept an absentee ballot application by mail is August 16, 2016, and the deadline to vote absentee ballot in person is August 20, 2016. Councilman Weisiger expressed that the Council would like to encourage all town citizens to participate in this election. Mayor Crewe commented that this will be an important day. Councilman Hundley advised that August 10, 2016, at 4:30 p.m., is also the last

day to register to vote. 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 the Town is considering a concept to rename the roadway leading to the Historic Truss Bridge Project and Stone's Mill Dam. He noted that, currently, when heading toward the bridge and mill, travelers turn south off of Calhoun Street on to Sixth Street as they cross the railroad. Councilman Hundley explained that when travelers bear left in the first curve, they are traveling on Clay Street, and when travelers reach the next right hand turn, they find themselves on Church Street. He commented that, obviously, the Town is desirous of making the Historic Truss Bridge and mill some type of tourist destination and it would be simpler for people to travel on a road that had one single name. Councilman Hundley explained that if it were to be renamed, the Town would want to call it Barrett Mill Road because that is the name of the roadway when it leaves the Town of Wytheville and enters Wythe County. He stated that there are 28 households along this roadway, and the Public Works Committee thinks that it would be important to get the thoughts of those who reside along this roadway about the potential for changing the name. Councilman Hundley advised that it would be the suggestion of the Public Works Committee that Town staff contact all 28 of these property owners to get their opinion. He remarked that once the information is gathered, the Public Works Committee will provide it to the Council and the Town can consider this inquiry further at a later date. Mayor Crewe inquired if any of the Council had any objection, and noted that based on the discussions held during Council Work Sessions, he does not think so, but he inquired if anyone has any problem with contacting all 28 of the property owners to get their opinions and letting them know that they would have to change their address, etc. A motion was made by Councilman Hundley and seconded by Councilman Hand to request Town staff to send a letter to affected residences regarding the possibility of changing the street name to Barrett Mill Road from Sixth Street, at its intersection of Calhoun Street, Clay Street and Church Street along this same roadway to the Reed Creek Bridge. Mayor Crewe inquired if there was any discussion on the motion to send the letters. 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, Thomas F. Hundley, Joseph E. Hand, Jr. Against: None.

Councilman Hundley, also, advised that at the Work Session on Tuesday morning, the Council discussed in some length the beautification efforts around McWane Pool and the Recycling Center and the land where the jail previously stood. He explained that the Council believes that there are certain landscaping and cleaning efforts that would enhance the parking area around McWane Pool, and there is a need for cleaning along the branch between the McWane Pool parking lot and the Recycling Center parking lot. Councilman Hundley commented that the other topic that was discussed included the use of the space where the existing recycling facility is located for some purpose other than its current use. He explained that the Heritage Walkway passes by this facility and connects the Town's two very popular parks. Councilman Hundley remarked that it seems that some use, other than a recycling facility, would be good at this location. He stated the Town does not have anything specific in mind, but the Council believes that it may be worthwhile to explore the possibility of moving the recycling facility from its current location to somewhere else in town and utilizing the space where it now exists for other purposes. Councilman Hundley noted that the Town realizes that the recycling facility is very popular with its citizens, and it wants to be sure that whatever it does continues to be convenient and user friendly. He advised that there is no particular recommendation and timeframe associated with this concept, but the Public Works Committee does think that it is something that may be worthwhile to talk about and to begin developing a plan of action. A copy of the Public Works Committee report is attached and made part of these minutes.

Mayor Crewe commented that the word is now out that the Town is thinking about relocating the recycling center, therefore, if anyone has any suggestions, they are welcome to come forward with those. Vice-Mayor King stated that she had thought about the Fastenal parking lot located on Peppers Ferry Road. She noted that there is a Goodwill donation box located in the parking lot. Mayor Crewe commented that this location is a possibility. Vice-Mayor King advised that Stanley King, Jr. owns the property. She noted that it would be out of the way, and the parking lot is big. Mayor Crewe stated it would need to be located where it would be convenient to people, and it would not be hard for the trucks to get in and out of the parking lot to dump the bins. He noted that the current recycling bins are full at this time. Vice-Mayor King commented that it would probably be easier for the trucks to get in and out of the parking lot at the Fastenal locations. Mayor Crewe remarked that the Council would keep this suggestion in mind.

RE: APPOINTMENTS – WYTHEVILLE REDEVELOPMENT AND HOUSING AUTHORITY

Mayor Crewe advised the next agenda item is the reappointment of a member to the Wytheville Redevelopment and Housing Authority to fill the expiring term of Ms. Sharon Alexander (term expires September 8, 2016). He noted that Ms. Alexander is eligible for reappointment. Mayor Crewe inquired if there is a motion concerning this vacancy that starts next month. A motion was made by Councilman Weisiger and seconded by Councilman Hundley to reappoint Ms. Sharon Alexander to the Wytheville Redevelopment and Housing Authority for a four year term, which expires September 8, 2020. Mayor Crewe inquired if there is any discussion on the motion to reappoint Ms. Alexander to a second term on the Wytheville Redevelopment and Housing Authority. There being no further discussion, 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, Thomas F. Hundley, Joseph E. Hand, Jr. Against: None.

RE: APPOINTMENTS – BOARD OF ZONING APPEALS

Mayor Crewe advised the next agenda item is the appointment of a member to the Board of Zoning Appeals to fill the expiring term of Ms. Sharon Sowers (term expires September 10, 2016). He explained that the way this Board appointment works is the Town Council makes a recommendation to the Circuit Court and the Circuit Court makes the appointment to the Board of Zoning Appeals. He noted that Ms. Sowers is not eligible for reappointment. Mayor Crewe inquired if there is a motion concerning a recommendation to the Circuit Court for an appointment to the Board of Zoning Appeals. A motion was made by Vice-Mayor King and seconded by Councilman Weisiger to appoint Mr. H. Judson Lambert to the Board of Zoning Appeals for a five year term, which expires September 10, 2021. Mayor Crewe inquired if there is any discussion on the motion to appoint Mr. Lambert to the Board of Zoning Appeals. There being no further discussion, 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, Thomas F. Hundley, Joseph E. Hand, Jr. Against: None.

RE: ADJOURNMENT

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:15 p.m.).

Trenton G. Crewe, Jr., Mayor

Sharon G. Corvin, Town Clerk

BUDGET AND FINANCE COMMITTEE REPORT

AUGUST 8, 2016

1. One topic that has been discussed extensively during the planning for the downtown improvements was a wayfinding program. Wayfinding programs provide signage and information systems for both pedestrians and motorists navigating local streets seeking points of interest throughout the community. A comprehensive wayfinding program would provide signage and other graphics throughout all of Wytheville and assist tourists in locating particular destinations. The Virginia Main Street Program has consultants who perform this type of work. We have received a letter from Downtown Wytheville, Incorporated, along with a proposal from Frazier Associates, to perform these studies. Under the proposed scenario, Downtown Wytheville, Incorporated would act as the contract administrator for having these wayfinding services provided. Wayfinding services will involve a complete assessment of all of the Town's existing signs, gather input from citizens on important destinations that need to be marked and involve a variety of other factors including the best locations for various signs. Downtown Wytheville, Incorporated would request the Town to fund the \$47,000 consultant fee to have this work performed. After the work is performed, it would be the responsibility of the Town of Wytheville to bid the project including the fabrication of signs and poles. We believe that our community is making great strides in becoming progressive, and these types of wayfinding systems can be found in all communities that are seeking efforts to promote their economic viability. It would be the recommendation of the Budget and Finance Committee that we

appropriate \$47,000 to Downtown Wytheville, Incorporated to perform this work.

2. As it has been noted on a number of occasions, the Council will have a special election on August 23, 2016. Given that this election is not on a regular date, we feel that many citizens will not be aware that the election is going on. We have posted this information on the Town's webpage, as well as on the Town's Facebook page. We would also like to look at other avenues for reminding citizens of the election. One concept that was developed was the use of the signboards at two locations, which are to be determined, but more than likely they will be situated on East Main Street and North Fourth Street so they can remind citizens of the upcoming election. The election will be held in the basement of the Fourth Street Civic Center, and the polls will be open from 6:00 a.m. until 7:00 p.m. We would note that State law now requires a photo identification for all citizens going to the polls to vote. The deadline to accept an absentee ballot application by mail is August 16, 2016, and the deadline to vote absentee ballot in person is August 20, 2016. We would like to encourage all town citizens to participate in this election.

Jacqueline K. King

William B. Weisiger

PUBLIC WORKS COMMITTEE REPORT

AUGUST 8, 2016

1. We are considering a concept to rename the roadway leading to the Historic Truss Bridge Project and Stone's Mill Dam. Currently, when heading toward the bridge and mill, travelers turn south off of Calhoun Street on to Sixth Street as they cross the railroad. When travelers bear left in the first curve, they are traveling on Clay Street, and when travelers reach the next right hand turn, they find themselves on Church Street. Obviously, we are desirous of making the Historic Truss Bridge and mill some type of tourist destination and it would be simpler for people to travel on a road that had one single name. If it were to be renamed, we would want to call it Barrett Mill Road because that is the name of the roadway when it leaves the Town of Wytheville and enters Wythe County. There are 28 households along this roadway, and we think that it would be important to get the thoughts of those who reside along this roadway about the potential for changing the name. It would be the suggestion of the Public Works Committee that we contact all 28 of these property owners to get their opinion. Once the information is gathered, we will provide it to the Council and we can consider this inquiry further at a later date.
2. At the Work Session on Tuesday morning, we discussed in some length the beautification efforts around McWane Pool and the Recycling Center and the land where the jail previously stood. We believe that there are certain landscaping and cleaning efforts that would enhance the parking area around McWane Pool, and

there is a need for cleaning along the branch between the McWane Pool parking lot and the Recycling Center parking lot. The other topic that was discussed included the use of the space where the existing recycling facility is located for some purpose other than its current use. The Heritage Walkway passes by this facility and connects the Town's two very popular parks. It seems that some use, other than a recycling facility, would be good at this location. We do not have anything specific in mind, but we believe that it may be worthwhile to explore the possibility of moving the recycling facility from its current location to somewhere else in town and utilizing the space where it now exists for other purposes. We realize that the recycling facility is very popular with our citizens, and we want to be sure that whatever we do continues to be convenient and user friendly. There is no particular recommendation and timeframe associated with this concept, but we do think that it is something that may be worthwhile to talk about and to begin developing a plan of action.

Thomas F. Hundley

Joseph E. Hand, Jr.