

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, SEPTEMBER 26, 2016, AT 7:00 P.M.**

Members present: Trenton G. Crewe, Jr., Thomas F. Hundley, Joseph E. Hand, Jr., Beth A. Taylor

Members absent: Jacqueline K. King

Others present: Town Manager C. Wayne Sutherland, Jr., Assistant Town Manager Stephen A. Moore, Deputy Clerk Brandi N. Jones, Town Attorney Robert P. Kaase, Marie B. Bishop, Tim Reeves, Debbie Reeves, William B. Weisiger, Danny Gordon with WYVE-AM/WXBX-FM/WLOY-AM, Police Officer Todd Mathews

RE: CALL TO ORDER, QUORUM, PLEDGE

Mayor Crewe called the meeting to order and established that a quorum of Council members was present. He noted that Vice-Mayor King is not attending the meeting due to an illness. 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 September 12, 2016; the request of George Wythe High School to conduct their homecoming parade on Thursday, September 29, 2016, at 6:15 p.m.; and, the request of the American Association of University Women for issuance of a raffle permit for 2017. He inquired of the Council if there was a motion to approve the consent agenda together or separately. A motion was made by Councilwoman Taylor and seconded by Councilman Hundley to approve the consent agenda consisting of the minutes of the regular meeting of September 12, 2016; the request of George Wythe High School to conduct their homecoming parade on Thursday, September 29, 2016, at 6:15 p.m.; and, the request of the American Association of University Women for issuance of a raffle permit for calendar year 2017, 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., Thomas F. Hundley, Joseph E. Hand, Jr., Beth A. Taylor. Against: None.

RE: CITIZENS' PERIOD

Mayor Crewe advised the next agenda item is Citizens' Period. He noted that no one stated on the sign in sheet that they wished to address the Council during Citizens' Period, however, if there is someone who wishes to address the Council during Citizens' Period, now is the time to do so. There being no one to address the Council at this time, 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 27, 2016, at 7:00 a.m.
2. The New River Regional Water Authority will host an Open House on Saturday, October 1, 2016, between 9:00 a.m. – 3:00 p.m., if any of the Council members are interested in attending. The Council might find it interesting to see the facility.
3. Due to a conflict with the Virginia Municipal League Conference being held October 8 through 11, 2016, there will not be a Town Council meeting held on Monday, October 10, 2016.
4. The Wytheville Planning Commission will meet on Thursday, October 13, 2016, at 6:00 p.m., in the Council Chambers.
5. The New River Regional Water Authority will meet on Thursday, October 20, 2016, at 9:30 a.m., in the Council Chambers.
6. The Council Personnel Committee will meet on Friday, October 21, 2016, at 8:15 a.m., at the Wytheville Community Center.

7. Councilman Hundley inquired of Mayor Crewe if Councilwoman Taylor had replaced him on the Council Personnel Committee until the new cycle begins. Mayor Crewe stated that he thinks Councilman Hundley has one meeting remaining. Town Manager Sutherland explained that the one meeting Councilwoman Taylor attended was only as a substitution, and Councilman Hundley still has until November 2016. He noted, however, that is up to the Council members to decide. Councilman Hundley remarked that he thought Vice-Mayor King had commented that he had been replaced. Councilwoman Taylor stated that to her knowledge, Councilman Hundley had not been replaced.

RE: BUDGET AND FINANCE COMMITTEE REPORT

Councilwoman Taylor, reporting for the Budget and Finance Committee, stated that 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. She explained that 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. Councilwoman Taylor noted that 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. She explained that it has now been determined that the reimbursement percentage from the State will need to be established at 55.51 percent. Councilwoman Taylor advised that Town Treasurer Stephens would request, and the Budget and Finance Committee recommends, that the Council take an action to establish the reimbursement percentage at the above described amount. A motion was made by the Budget and Finance Committee, which does not require a second, to establish the Personal Property Tax Relief Act percentage at 55.51 percent. Mayor Crewe inquired if there was any discussion on the motion to establish the Personal Property Tax Relief Act percentage at 55.51 percent. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Trenton G. Crewe, Jr., Thomas F. Hundley, Joseph E. Hand, Jr., Beth A. Taylor. Against: None.

Councilwoman Taylor, also, reported that 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. She explained that the Town's Water and Sewer Fund is no longer operating at a deficit, and the Budget and Finance Committee thinks that it is an appropriate time for the Water and Sewer Fund to start repaying its debt to the General Fund. Councilwoman Taylor stated that, currently, the Water and Sewer Fund is in debt for \$1,018,000 but has a fund balance of approximately \$1.5 million. She advised that it would be the recommendation of the Budget and Finance Committee that the Council 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. Councilwoman Taylor stated the Council 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. A motion was made by the Budget and Finance Committee, which does not require a second, to authorize the Treasurer to make a debt payment in the amount of \$700,000 from the Water and Sewer Fund to the General Fund. Mayor Crewe inquired if there was any discussion on the motion to authorize the Treasurer to make a debt payment to the General Fund. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Trenton G. Crewe, Jr., Thomas F. Hundley, Joseph E. Hand, Jr., 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 this week at the Work Session, the Council discussed the potential for extending the Façade Program in the downtown area. He explained that there is, currently, a Façade Program in existence that provides for improvements on properties along Main Street situated between Fifth and Sixth Streets. Councilman Hundley noted that the Town has had other property owners outside of the currently designated area to express interest in extending the program, and, given that the Council is working extensively to improve the esthetics in the downtown area, the Public Works Committee thought that it may be timely to consider an expansion of the program. He commented that 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. Councilman Hundley explained that 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. He stated that during an initial survey of the new area under review, it appears that there are approximately 38 structures that could be identified as candidates for improvements. Councilman Hundley remarked that 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. He

noted that there are a number of other façade improvements ongoing in the downtown area, and the Town Council anticipates more in the coming year. Councilman Hundley explained that the Town is far from finalizing the exact stipulations for the new program, and, the Public Works Committee thought, based on the number of inquiries that the Town has had, it should be noted that the Council has the Façade Program expansion under review. He stated that, obviously, the ultimate goals, including the improvements that are going on at present, would be to enhance the esthetics and economics of the downtown area.

Councilman Hundley, also, reported that earlier this summer, the Town received bids for milling and paving various streets throughout town. He stated that W&L Construction is the low bidder and began the milling process on September 15, 2016. Councilman Hundley noted that they have now completed the milling program and have begun the paving program. He remarked that this year's paving program has a budget of \$500,000 and all of these funds will be expended. Councilman Hundley commented that the roads that are to be paved are always selected on the basis of their condition. He explained that roadways that are significantly distressed or have other problems are prioritized when developing the paving schedule. Councilman Hundley advised that the Public Works Committee thinks that all of the milling and paving activities should be completed by October 1, 2016. Mayor Crewe noted that W&L Construction is progressing well. A copy of the Public Works Committee report is attached and made part of these minutes.

RE: RESOLUTION - WEISIGER

Mayor Crewe advised the next agenda item is to consider a resolution recognizing the efforts of former Councilman William B. Weisiger. He presented the resolution, which read as follows:

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.

Mayor Crewe inquired of the Council if there is a motion to adopt the resolution recognizing the efforts of former Councilman William B. Weisiger. A motion was made by Councilman Hundley and seconded by Councilman Hand to adopt a resolution commending the efforts of former Councilman William B. Weisiger to the Town of Wytheville. Mayor Crewe inquired if there was any discussion on the motion to adopt the resolution. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Trenton G. Crewe, Jr., Thomas F. Hundley, Joseph E. Hand, Jr., Beth A. Taylor. Against: None. Mayor Crewe commented to Mr. Weisiger that the resolution is a small token of appreciation, but the

Council certainly appreciates his hard work and willingness to serve not only as an elected official, but, also, as an appointed official for former Councilman Hunley. Mayor Crewe requested Mr. Weisiger to come to the front of the room for the presentation of the resolution and a photo.

Mr. Weisiger stated that he would like to thank the Town Council for providing him the opportunity to fill in for a dedicated public servant, Mr. Jack Hunley, who served the Town and Town Council for as long as he possibly could. He commented that he appreciated the Council's trust in him, and he noted that he plans to not be a stranger to the Council. Mr. Weisiger thanked the Council, again. Mayor Crewe remarked that the Council hopes Mr. Weisiger will not be a stranger, and he thanked Mr. Weisiger for his service.

RE: APPOINTMENTS – RECREATION COMMISSION – YOUTH MEMBERS

Mayor Crewe advised the next agenda item is to 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). He explained that Ms. Gretchen Showalter is eligible to be reappointed, and she has indicated a willingness to serve again, if reappointed. Mayor Crewe noted that Mr. Dakota Abate is not eligible for reappointment. He remarked that enclosed in the Council notebooks is the application for Ms. Kaitlin B. Taylor, whom the Council interviewed. Mayor Crewe stated that the reappointment and appointment will be for a one-year term, which will expire on October 1, 2017. He inquired if there is a motion concerning the two youth members for the Recreation Commission. A motion was made by Councilman Hundley and seconded by Councilman Hand to reappoint Ms. Gretchen Showalter and appoint Ms. Kaitlin Taylor as youth members to the Wytheville Recreation Commission for a one-year term (terms expire October 1, 2017). Mayor Crewe inquired if there was any discussion on the motion to reappoint Ms. Showalter and appoint Ms. Taylor as youth members to the Wytheville Recreation Commission. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Trenton G. Crewe, Jr., Thomas F. Hundley, Joseph E. Hand, Jr., Beth A. Taylor. Against: None.

RE: APPOINTMENTS – RECREATION COMMISSION

Mayor Crewe advised the next agenda item is to consider an appointment to the Recreation Commission to fill the unexpired term of Mr. Daniel Delp (term expires December 31, 2017). He inquired if there is a motion concerning this appointment. A motion was made by Councilwoman Taylor and seconded by Councilman Hand to appoint Mr. Michael Mitchell to the Recreation Commission to fill the unexpired term of Mr. Dan Delp (term expires December 31, 2017). Mayor Crewe inquired if there was any discussion on the motion to appoint Mr. Mitchell to the Wytheville Recreation Commission. He noted that the Council has also interviewed Mr. Mitchell. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Trenton G. Crewe, Jr., Thomas F. Hundley, Joseph E. Hand, Jr., Beth A. Taylor. Against: None.

RE: ADJOURNMENT

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:12 p.m.).

Trenton G. Crewe, Jr., Mayor

Brandi N. Jones, Deputy Clerk

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

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.