



**AGENDA**  
**Wytheville Town Council**  
**January 9, 2017**  
**7:00 p.m.**  
**Wytheville Municipal Building**  
**150 East Monroe Street**  
**Wytheville, Virginia 24382**

- A. INVOCATION—COUNCILMAN JOSEPH E. HAND, JR.**
- B. CALL TO ORDER—MAYOR TRENTON G. CREWE, JR.**
- C. ESTABLISHMENT OF QUORUM—MAYOR TRENTON G. CREWE, JR.**
- D. PLEDGE OF ALLEGIANCE—COUNCILMAN THOMAS F. HUNDLEY**
- E. CONSENT AGENDA**
  - 1. Minutes of the regular meeting of December 12, 2016
  - 2. Request of the Wythe-Bland Animal Welfare League (WBAWL) for issuance of a raffle permit for 2017
- F. CITIZENS' PERIOD**
- G. OLD BUSINESS—TOWN MANAGER C. WAYNE SUTHERLAND, JR.**
- H. COMMITTEE REPORTS**
  - 1. Budget and Finance
    - a. Resolution regarding the Federal Fair Housing Act
    - b. Audit report received
  - 2. Public Works
    - a. Opening of new Recycling Center
    - b. Further review of proposed street name change
- I. ORDINANCES/RESOLUTIONS**
  - 1. Ordinance No. 1313, an ordinance amending and reenacting Chapter 13, Streets, Sidewalks and Improvements, Article I. In General, Section 13-7. Removal of Snow, Ice, Obstructions, Or Any Other Form of Debris From Sidewalks In Areas Zoned For Business Or Industry, of the Code of the Town of Wytheville, on first reading

2. Resolution commending the George Wythe High School Football Team
3. Resolution recognizing the George Wythe High School Boys' and Girls' Cross Country Teams
4. Resolution regarding the Federal Fair Housing Act

**J. ADJOURNMENT**



<b>Meeting Date:</b>	Monday, January 9, 2017
<b>Item Name:</b>	Consent Agenda
<b>Item Number:</b>	E-2
<b>Subject:</b>	Wythe-Bland Animal Welfare League (WBAWL) Raffle Permit

**SUMMARY:**

Please find enclosed a request from the Wythe-Bland Animal Welfare League (WBAWL) for a permit to conduct raffles during calendar year 2017. The League meets the criteria for issuance of the permit.

January 2, 2017

WBAWL  
P.O. Box 1086  
Wytheville, VA 24382

TOWN OF WYTHEVILLE  
RECEIVED  
JAN 04 2017

Sherry G. Corvin  
Town Clerk  
Town of Wytheville  
P.O. Box 533  
Wytheville, VA 24382

Re: Request for Raffle Permit

Dear Ms. Corvin:

The Wythe-Bland Animal Welfare League (WBAWL), a 501c3 non-profit organization since 2008, requests that the Wytheville Town Council grant our organization permission to run fundraising raffles during the calendar year 2017. Our federal tax exempt status letter is attached.

We very much appreciate your consideration of our request.

Sincerely,



Ellen Langford

WBAWL



<b>Meeting Date:</b>	Monday, January 9, 2017
<b>Item Name:</b>	Committee Reports
<b>Item Number:</b>	H-1
<b>Subject:</b>	Budget and Finance

**SUMMARY:**

The Budget and Finance Committee will report on the following matters:

- a. Resolution regarding the Federal Fair Housing Act
- b. Audit report received

## **BUDGET AND FINANCE COMMITTEE REPORT**

**JANUARY 9, 2017**

1. The Town, as a recipient of State and Federal funding, must provide certain assurances to the State and Federal governments that we are complying with various facets of law. One of the assurances that we must provide is that the Town endorses the concept of fair housing and calls upon the citizens of Wytheville, along with those in the banking and housing industries, to join and work together in the observance of free and equal housing treatment for all. Later in the meeting, a resolution will be considered by the Council, and it would be the recommendation of the Budget and Finance Committee that it be adopted.
2. We have received from our auditors, Robinson, Farmer, Cox Associates, the financial statements for the fiscal year ending June 30, 2016. We have, also, received from them a letter, which is required by professional standards, to communicate findings associated with the audit report. Robinson, Farmer, Cox Associates reported that the financial disclosures are neutral, consistent and clear, which means that they have found no issues with the audit of the Town's finances. Also, in the report, it is noted that certain provisions needed to be made with regard to accounting for the maintenance of roadway systems within the town, regardless if they are qualified in the State Urban Maintenance Program or not. Currently, there is only one small piece of roadway that is not qualified under the State system. However, it is now required that we create a new accounting system to identify what work is performed on qualified roads versus nonqualified

roads. Town Treasurer Michael Stephens is seeking information from other communities on how to implement this new accounting system for roadways. Now that the Council has had the opportunity to review this audit, it would be the recommendation of the Budget and Finance Committee that we note our receipt of the audit.

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Jacqueline K. King

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Beth A. Taylor



<b>Meeting Date:</b>	Monday, January 9, 2017
<b>Item Name:</b>	Committee Reports
<b>Item Number:</b>	H-2
<b>Subject:</b>	Public Works

**SUMMARY:**

The Public Works Committee will report on the following matters:

- a. Opening of new Recycling Center
- b. Further review of proposed street name change



## **PUBLIC WORKS COMMITTEE REPORT**

**JANUARY 9, 2017**

1. In fall 2016, it was determined that the Town's recycling facility would be relocated from its current location on Monroe Street to its new location on South Third Street adjacent to the Town's Maintenance Shop. The construction of this facility is now complete, and we are in a position to start the transition process. The new facility will be open on February 1, 2017, to receive recyclables. At that time, the existing facility on Monroe Street will no longer accept recycled materials. We are going to give notice of the relocation of the recycling facility in the January water billing as well as providing press releases and noting the new location on the Town's webpage. The new facility is attractive, clean and well lit. It will operate under the same guidelines as the facility that was located on Monroe Street, and we believe that citizens will find the new facility convenient. When the facility opens, we will give a market bag to the first 50 patrons coming to the new Recycling Center, which can be used for grocery and other shopping tasks to help eliminate the use of plastic bags. The relocation of the recycling facility will create an opportunity for new uses of the existing facility that is situated on the Heritage Walk path and at the entrance of Withers Park.
2. In December, we reported that over the next three meetings, we would receive comments over the proposal to change the name of the streets that run between Calhoun Street and the corporate limits near the Reed Creek Mill. As we have

stated, the proposal would be to rename this portion of roadway to Reed Creek Mill Road because it describes the route to the renovated mill property. It will, also, provide clear directions to the new Truss Bridge Park that the Town is creating, which is immediately adjacent to the mill. We will provide two more opportunities for comments on this proposal prior to taking any action. We will receive comments at the January 23, 2017, and the February 13, 2017, meetings. Thereafter, we will be in a position to take an action on the proposal. We would encourage anyone with specific comments to provide those comments to the Town Council prior to the above noted dates.

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Thomas F. Hundley

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Joseph E. Hand, Jr.



<b>Meeting Date:</b>	Monday, January 9, 2017
<b>Item Name:</b>	Ordinances/Resolutions
<b>Item Number:</b>	I-1
<b>Subject:</b>	Ordinance No. 1313

**SUMMARY:**

Please find enclosed Ordinance No. 1313, an ordinance that amends Chapter 13, Streets, Sidewalks and Improvements, Article I. In General, Section 13-7. Removal of snow, ice, obstructions, or any other form of debris from sidewalks in areas zoned for business or industry, of the Code of the Town of Wytheville. These revisions note that property owners on Main Street between Fifth and Sixth Streets are no longer required to remove snow, ice, etc. from the sidewalk in front of their buildings. These revisions are due to the new brick sidewalks that are being placed in the downtown area, and the sidewalks will need to have the snow, ice, etc. removed by Town forces with a specific broom that will sweep the brick sidewalks clean. This ordinance is before the Town Council on first reading.

## ORDINANCE NO. 1313

At a regular meeting of the Town Council of the Town of Wytheville, Virginia, held in the Council Chambers on the 9<sup>th</sup> day of January, 2017, at 7:00 p.m.

Present:

Absent:

**AN ORDINANCE AMENDING AND REENACTING CHAPTER 13, STREETS, SIDEWALKS AND IMPROVEMENTS, ARTICLE I. IN GENERAL, SECTION 13-7. REMOVAL OF SNOW, ICE, OBSTRUCTIONS, OR ANY OTHER FORM OF DEBRIS FROM SIDEWALKS IN AREAS ZONED FOR BUSINESS OR INDUSTRY, OF THE CODE OF THE TOWN OF WYTHEVILLE**

BE IT ORDAINED by the Town Council of the Town of Wytheville, Virginia, that Chapter 13, Streets, Sidewalks and Improvements, Article I. In General, Section 13-7. Removal of snow, ice, obstructions, or any other form of debris from sidewalks in areas zoned for business or industry, be amended and reenacted as follows:

### CHAPTER 13

### STREETS, SIDEWALKS AND IMPROVEMENTS

### ARTICLE I. IN GENERAL

**Section 13-7. Removal of snow, ice, obstructions, or any other form of debris from sidewalks in areas zoned for business or industry.**

(a) It shall be the duty of the owner, tenant or other occupant of a building or lot in any area in the town zoned for business or industry, except for the owner, tenant or other occupant of a building or lot on Main Street between Fifth and Sixth Streets, to cause the sidewalks adjacent thereto to be cleared of snow within eight (8) hours after the snow has ceased falling, unless the snow shall have fallen during the night, in which case it shall be removed by 4:00 p.m. the following day. Except for the owner, tenant or other occupant of a building or lot on Main Street between Fifth and Sixth Streets, the same requirement shall apply to any formation of ice upon a sidewalk, except that when such ice cannot readily be removed it may be covered with abrasives or other material which would make the sidewalk safe for travel.

It shall also be the duty of the owner, tenant, or other occupants of a building or lot in any area in the town zoned for business or industry, except for the owner, tenant or other occupant of a building or lot on Main Street between Fifth and Sixth Streets, to cause the sidewalks adjacent, thereto, to be cleared of any mud, dirt, rubbish, trash, rocks, leaves, tree limbs, obstructions, or any other form of debris. The owner, his

agents, contractors, or employees, shall forthwith remove any debris or obstruction should the same occur. If said debris or obstruction has not been removed immediately, it shall constitute a violation of this section, and the owner will be subject to pay all expenses incurred by the town for the removal of the debris and/or obstruction.

(b) Where there is no tenant or other occupant for the premises in question, except for buildings or lots on Main Street between Fifth and Sixth Streets, the owner of the premises shall be responsible for the removal of snow, ice, mud, dirt, rubbish, trash, rocks, leaves, tree limbs, obstructions, or any other form of debris from the sidewalks. In cases where the owner, tenant or other occupant of the property in question cannot be found, the town manager may have the sidewalk cleaned at the expense of the owner, with a ten (10) percent penalty to be added.



<b>Meeting Date:</b>	Monday, January 9, 2017
<b>Item Name:</b>	Ordinances/Resolutions
<b>Item Number:</b>	I-2
<b>Subject:</b>	Resolution – George Wythe High School Football Team

**SUMMARY:**

Please find enclosed a resolution commending the George Wythe High School Football Team for an outstanding season. If the Council adopts the resolution at this meeting, Town staff will invite the coaches and players to attend the next Town Council meeting for the presentation of the resolution.

# Resolution



*WHEREAS, the George Wythe High School Football Team completed their 2016 season with an overall record of 12-2; and,*

*WHEREAS, the George Wythe High School Football Team was District Champions in regular season play in the Hogoheegee District with a 6-0 record; and,*

*WHEREAS, the George Wythe High School Football Team defeated Twin Springs in the Sectional Quarter Finals with a score of 61-6; and,*

*WHEREAS, the George Wythe High School Football Team defeated Patrick Henry in the Sectional Semi-Finals with a score of 44-9; and,*

*WHEREAS, the George Wythe High School Football Team defeated Parry McCluer in the Sectional Finals, Western Section game, with a score of 35-14; and,*

*WHEREAS, Kane "Booger" Owens rushed for over 1,000 yards during the season, and Deacon Beamer broke the school record for touchdown passes thrown in a single season with 22 passes; and,*

*WHEREAS, the George Wythe High School Football Team broke the school record for the most points scored in a season with 640 points; and,*

*WHEREAS, the players and coaches of the George Wythe High School Football Team through their outstanding display of athletic ability, team play and sportsmanship have reflected great credit upon the school and upon the Town.*

*NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Wytheville, Virginia, officially commends the George Wythe High School Football Team, its Head Coach, Mr. Brandon Harner, its Assistant Coaches, Doug Campbell, Quinton Hensley, Brandon Blankenship, Trey Johnson, Mark Harmon, Kenny Sayers, Steve Gollisier, David Martin, Scotty Dove—Team Doctor and other high school officials concerned for the outstanding record of the Football Team.*

*BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the George Wythe High School Football Team, the coaches, other officials concerned and the news media.*

*Adopted this 9th day of January 2017.*

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*Trenton G. Crewe, Jr., Mayor*

*ATTEST:*

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*Sharon G. Corvin, Town Clerk*



<b>Meeting Date:</b>	Monday, January 9, 2017
<b>Item Name:</b>	Ordinances/Resolutions
<b>Item Number:</b>	I-3
<b>Subject:</b>	Resolution – George Wythe High School Boys' and Girls' Cross Country Teams

**SUMMARY:**

Also, enclosed is a resolution recognizing the George Wythe High School Boys' and Girls' Cross Country Teams for a successful season. Likewise, if the Council adopts the resolution at this meeting, Town staff will invite the coach and team members to attend the next Council meeting for the presentation of the resolution.



# Resolution



*WHEREAS, the George Wythe High School Boys' and Girls' Cross Country Teams completed their 2016 season with the Boys' Team winning the Conference 46 Meet, and the Girls' Team finishing in second place at the Conference 46 Meet; and,*

*WHEREAS, the George Wythe High School Boys' and Girls' Cross Country Teams qualified for the State Meet by finishing in the top six teams at the 1A West Regional Meet in Wise, Virginia; and,*

*WHEREAS, the George Wythe High School Boys' and Girls' Cross Country Teams participated in the VHSL State Cross Country meet in Warrenton, Virginia, and finished in the top 10; and,*

*WHEREAS, it is the first time in more than 10 years that the entire Boys' and the entire Girls' Cross Country Teams participated in the State Meet; and,*

*WHEREAS, the team members and coaches of the George Wythe High School Boys' and Girls' Cross Country Teams, through their outstanding display of athletic ability, team play and sportsmanship, have reflected great credit upon the school and upon the Town.*

*NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Wytheville, Virginia, officially commends the George Wythe High School Boys' and Girls' Cross Country Teams, their Head Coach, Steven Gollhofer, Volunteer Bruce Stephens, Volunteer Julia Tomiak and other high school officials concerned for the outstanding accomplishment of the Cross Country Teams.*

*BE IT FURTHER RESOLVED that copies of this resolution be presented to the George Wythe High School Boys' and Girls' Cross Country Teams, the coaches, other officials concerned and the news media.*

*In Witness Whereof, I have hereunto set my hand and caused the seal of the Town of Wytheville, Virginia, to be affixed this 9<sup>th</sup> day of January in the year of our Lord two thousand seventeen.*

*ATTEST:*

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*Trenton G. Crewe, Jr., Mayor*

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*Sharon G. Corvin, Town Clerk*



<b>Meeting Date:</b>	Monday, January 9, 2017
<b>Item Name:</b>	Ordinances/Resolutions
<b>Item Number:</b>	I-4
<b>Subject:</b>	Resolution – Federal Fair Housing Act

**SUMMARY:**

Each year, the Town must adopt a resolution that endorses the concept of providing fair housing. By adopting this resolution, the Town, as a recipient of State and Federal funding, provides certain assurances to the State and Federal governments that we are complying with various facets of law. One of the assurances that we must provide is that the Town endorses the concept of fair housing and calls upon the citizens of Wytheville, along with those in the banking and housing industries, to join and work together in the observance of free and equal housing treatment for all.

# Resolution



**WHEREAS**, the Congress has enacted the Federal Fair Housing Act of 1968 as amended; and,

**WHEREAS**, federal and state law provide equal housing opportunities for all citizens regardless of race, color, religion, national origin, sex, age, familial status or handicap; and,

**WHEREAS**, the Town of Wytheville, Virginia, has provided programs to assist the development of decent, affordable housing for citizens of all incomes, for the year of 2017.

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of the Town of Wytheville, Virginia, does endorse the concept of fair housing and calls upon the citizens of Wytheville and government officials along with those in the banking and housing industries to join and work together in this observance for free and equal housing treatment for all.

Adopted this 9<sup>th</sup> day of January, 2017.

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Trenton G. Crewe, Jr., Mayor

ATTEST:

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Sharon G. Corvin, Town Clerk

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL  
HELD IN THE COUNCIL CHAMBERS ON MONDAY, DECEMBER 12, 2016, AT 7:00 P.M.**

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

Others present: Town Manager C. Wayne Sutherland, Jr., Town Clerk Sharon G. Corvin, Kelly White, Chris Irvin, Marie B. Bishop, Ethan Lavalley, Blaine Grubb, Roger Jason Billings, Danny Gordon with WYVE-AM/WXBX-FM/WLOY-AM, Millie Rothrock with *The Wytheville Enterprise*, Police Officer Stanley Demers

**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 Hand.

**RE: CONSENT AGENDA**

Mayor Crewe presented the consent agenda consisting of the minutes of the regular meeting of November 28, 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 Hand to approve the consent agenda consisting of the minutes of the regular meeting of November 28, 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, Thomas F. Hundley, Joseph E. Hand, Jr., Beth A. Taylor. Against: None.

**RE: PUBLIC HEARING – APPROPRIATIONS TO THE BUDGET FOR FISCAL YEAR 2016-17**

Mayor Crewe advised the next agenda item is a public hearing (due notice having been given) to consider appropriations to the budget for Fiscal Year 2016-17. He explained that the Council is considering appropriating \$520,000 to the Water/Sewer Fund and \$510,000 to the General Fund. Mayor Crewe advised that action on this matter will be taken later in the meeting. He expressed that no one noted on the sign in sheet that they wished to address the Council regarding this matter. Mayor Crewe stated that if he has missed anyone who wished to speak on this matter or if anyone comes in later during the meeting, he will reserve the right to revisit this agenda item. 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: PUBLIC HEARING – CERTIFICATES OF PUBLIC CONVENIENCE AND NECESSITY**

Mayor Crewe advised the next agenda item is a public hearing (due notice having been given) to consider renewing the Certificates of Public Convenience and Necessity during 2017 for Guardian Emergency Medical Services, Incorporated; 276 Express, LLC; Trinity Ambulance Service, LLC; and, Richardson Ambulance Service, LLC for the operation of taxicabs. He noted that this public hearing, likewise, has been advertised. He remarked that action will be taken in regard to this matter later in the meeting. Mayor Crewe inquired if there is anyone attending the meeting who wished to speak in regard to this topic. He noted that there was no one listed on the sign in sheet who noted that they wished to address the Council in regard to this matter. Mayor Crewe stated that if anyone comes in later during the meeting, he will reserve the right to revisit this agenda item to allow them to speak. 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 stated that Officer Kelly White noted on the sign in sheet that he wished to address the Council in regard to the Wytheville Police Department's Hazardous Supplement.

Police Officer Kelly White was recognized and thanked the Council for allowing him to speak. He noted that he would try to keep his comments brief. He explained that since the Police Department's initial meetings with the Council in regard to the Hazardous Duty Supplement, members of the Police Department decided through their Administration that it would probably be a good idea to form a Committee in regard to this matter. Officer White stated that involved with this decision were numerous individuals throughout the Department. He commented that

he wanted to present the paperwork to the Council members at this meeting. Officer White explained that the paperwork included a list of the Committee members who were chosen and approved by the Department's Administration. He remarked that the Committee members include a variety of the different Departments of the Police Department. Officer White stated that the Committee members include Sergeant Chris Irvin, Corporal Bryan Bard, Officer Zac Taylor, Fire Engineer Charles Miller and himself. He noted that these are the five members who have been addressed and approved by the Department's Administration to continue with any type of talks or meetings that the Police Department may have with the Town Council, and they look forward to further discussions. Officer White reiterated that he only wanted to pass this information along to the Town Council to show that the Committee has formed and is willing to go forward with any meetings or further action in the future. Mayor Crewe inquired of Officer White if this is strictly dealing with the LEOS matter. Officer White stated that is correct. Mayor Crewe noted that the Council is still awaiting the information in regard to the LEOS program. He inquired of Officer White if what he is requesting is that all of the Hazardous Duty Supplement Committee members be involved in the Council's decision making process. Officer White stated that is correct. He explained that the Department's Administration felt that it would be better to form a Committee in regard to this matter instead of having one individual directing the full cause of this, therefore, the Committee was formed. He reiterated that the Committee has been approved by the Department's Administration. Officer White remarked that the Committee members can be reached at each of the individuals' contact numbers listed on the sheet he provided to the Council, as well as at the Police Department at any time. He thanked the Council for allowing him to speak. Mayor Crewe thanked Officer White, and noted that the Council would include this contact form in the records. He noted that Officer White was the only citizen who listed on the sign in sheet that they wished to address the Council. Mayor Crewe inquired if there was anybody else who had changed their mind and wished to address the Council during this time. Mayor Crewe remarked that if no one else wished to address the Council during Citizens' Period, he will proceed with the agenda.

#### **CITIZENS' PERIOD – PRESENTATION OF RESOLUTION**

Mayor Crewe advised the next agenda item is to consider a resolution recognizing the accomplishments and contributions to the community by Mr. Danny Gordon. He presented the resolution, which read as follows:

#### **Resolution**

WHEREAS, Daniel B. "Danny" Gordon has been a lifelong resident of Wythe County; and,

WHEREAS, Danny graduated Cum Laude in 1980 from Wytheville Community College with an Associate Degree in Business Management and was named to Who's Who in American Junior Colleges and Universities; and,

WHEREAS, Danny served as news and sports editor for the *Southwest Virginia Enterprise* from 1980-1984 and won the Sports Writing Award from VPA; and,

WHEREAS, in 1984, Danny became the Operations Manager for Three Rivers Media (WYVE, WXBX, WLOY); and,

WHEREAS, Danny won every UPI Award for Small Market Radio five years in a row, won the Regional Award for news reporting and won several VAB Awards for reporting; and,

WHEREAS, Danny hosted WYVE's Pigskin Prognosticators Show, which is the longest running high school sports program in the State of Virginia; and,

WHEREAS, Danny has been very active in the community and served many civic organizations including as President of the Wytheville Recreation Commission; Member of the Town of Wytheville Wall of Honor Committee; Vice-Chairman of the Wytheville Redevelopment and Housing Authority; Member of the Joint Industrial Development Authority; Vice-Chairman of the Rural Retreat Lake Authority; Chairman of the Wytheville Downtown Revitalization Committee; Chairman of the Wytheville Baseball Club; Treasurer of the Wytheville-Wythe-Bland Chamber of Commerce; Vice-Chairman of the Wythe/Bland Public Service Authority; Member of the VA News Network Advisory Board; Head Judge for the New York TV and Radio News Festival; Member of Wythe County's Bi-Centennial Committee; Member of the Cliff Dicker Memorial Scholarship Committee; Chairman of the Wythe County Sports Hall of Fame Steering Committee; Chairman of the Local Emergency Services Committee; Member of the Carrington Place Senior College Advisory Committee; Chairman of the Wytheville-Wythe-Bland Chamber

of Commerce Leadership Development Institute; Chairman of the Wythe County American Red Cross; and, Chairman of the Wythe County Rescue Squad Board of Directors; and,

WHEREAS, Danny is very active in All Nations Church and previously served as an Elder of the church; and,

WHEREAS, Danny will be retiring from Three Rivers Media effective December 31, 2016; and,

WHEREAS, Danny is deserving of meritorious recognition by the Town Council and the citizens of the Town of Wytheville for his commitment and contributions to the community; and,

WHEREAS, the Town Council, through this resolution, expresses its esteem, respect and appreciation.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Wytheville, Virginia, hereby officially commends Daniel B. "Danny" Gordon for his outstanding public service to the Town of Wytheville, and extends to him best wishes for future successes.

Mayor Crewe inquired of the Council if there is a motion to adopt the resolution recognizing the accomplishments and contributions to the community by Mr. Danny Gordon. A motion was made by Councilman Hundley and seconded by Vice-Mayor King to adopt a resolution recognizing the accomplishments and contributions to the community by Mr. Danny Gordon. 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., Jacqueline K. King, Thomas F. Hundley, Joseph E. Hand, Jr., Beth A. Taylor. Against: None. Mayor Crewe commented to Mr. Gordon that the Town of Wytheville is very appreciative of his contributions. He noted that Mr. Gordon had shared with him that he did not think that people cared or noticed all of things that he did for the community. Mayor Crewe stated that, obviously, the Wytheville Town Council has noticed and appreciates all of Mr. Gordon's hard work over the years. Mayor Crewe requested Mr. Gordon to come forward for the presentation of the resolution and to have a photo taken.

#### **RE: OLD BUSINESS**

Under Old Business, Town Manager Sutherland reported the following:

1. The Council Work Session will be held on Tuesday, December 13, 2016, at 7:00 a.m. He noted that after tomorrow morning's meeting, the next Council Work Session will not be held until Wednesday, January 4, 2017.
2. The New River Regional Water Authority meeting will be held on Thursday, December 15, 2016, at 9:30 a.m., in the Council Chambers.
3. The Council Personnel Committee meeting will be held on Friday, December 16, 2016, at 8:15 a.m., at the Wytheville Police Department.
4. The Town of Wytheville Municipal Offices will be closed and all services curtailed on Friday, December 23, 2016, and Monday, December 26, 2016, in observance of the Christmas holiday.

#### **RE: BUDGET AND FINANCE COMMITTEE REPORT**

Vice-Mayor King, reporting for the Budget and Finance Committee, stated that the Town's Police and Fire Departments respond to many alarms that have been generated by a security system. She noted that, unfortunately, many of these alarms are false calls and result in a waste of resources by both of these departments. Vice-Mayor King commented that the Town, currently, has penalties for these excessive false alarms, but it does not seem that the penalties have been effective in getting the false alarms eliminated. Vice-Mayor King explained that, generally speaking, false alarms are caused by neglect or by the security system not being maintained. She stated that later in the meeting, the Council will consider an ordinance that will provide for increased penalties for excessive false alarms. Vice-Mayor King noted that the ordinance will, also, delete other sections of this Code Article that are no longer applicable to the Town's operations. She advised that when the ordinance is considered, it would be the recommendation of the Budget and Finance Committee that it be approved on first and final reading and become effective immediately.

Vice-Mayor King, also, reported that over the past couple of years, the Council has been working to improve the economic environment in the downtown area, and it will be continuing these efforts in the future. She stated that the Town has provided a number of economic incentives for conducting business in the downtown area. Vice-Mayor King commented that as a part of the opportunities available to property owners in the downtown area, there is the opportunity to perform renovation work on a deteriorated building and to have a tax exemption provided in an amount equal to a percentage of the increase in assessed value resulting from the rehabilitation. She remarked that the Budget and Finance Committee believes that this is a worthwhile incentive, but the Committee thinks that it would be more effective if the same tax exemption for improvements was offered by Wythe County. Vice-Mayor King stated that any property in the Town of Wytheville, likewise, pays real estate taxes to Wythe County, and, for the incentive to be effective, it would be more meaningful if Wythe County also provided this opportunity. She advised that it would be the recommendation of the Budget and Finance Committee that the Council request Wythe County to consider providing this type of tax credit not only in downtown Wytheville, but for their entire Enterprise Zone. Vice-Mayor King commented that, surely, there are structures throughout the Enterprise Zone that could benefit from these incentives. She remarked, hopefully, this is something that the Board of Supervisors will find positive and will implement it in the upcoming year. A motion was made by Vice-Mayor King and seconded by Councilwoman Taylor to approve requesting the Wythe County Board of Supervisors to consider providing to property owners in downtown Wytheville and the entire Enterprise Zone, who renovate a deteriorated building, a tax credit equal to the assessed value resulting from the rehabilitation. Mayor Crewe inquired if there was any discussion on the motion. 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, 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 the Town has been contacted by the Virginia Department of Transportation (VDOT) about two pending transportation projects. He noted that first, the completion of Community Boulevard (Connector Road Project) was advertised for bids in November, and the bids are scheduled to be opened in mid-December, with a Notice to Proceed being issued on approximately February 1, 2017. Councilman Hundley explained that this construction is the completion of Community Boulevard that was only partially constructed several years ago because of insufficient funding by the Virginia Department of Transportation. He remarked that VDOT has, also, advised that the Town needs to update its resolution seeking the project. Councilman Hundley expressed that later in the meeting, the resolution will be considered for adoption, and it would be the recommendation of the Public Works Committee that the resolution be adopted and that the Town Manager be authorized to execute all of the documents associated with the project. Councilman Hundley stated that VDOT has, also, responded to another request the Town had submitted as a part of the HB2 Funding. He noted that for clarification purposes, the Public Works Committee would like to note that the program known as HB2 is the procedure that the Virginia Department of Transportation is now following in evaluating and ranking the construction of roads throughout the State. Councilman Hundley explained that the Council had requested a complete study of Exit 73 on Interstate 81 to see if it could be reconfigured in a fashion that would improve the flow of traffic in that intersection. He remarked that VDOT has now advised that this request for the study of Exit 73 was not funded under the HB2 program, but it will be studied independently by the Virginia Department of Transportation so that the preliminary findings by VDOT can be incorporated into the Town's application for HB2 funding next year. Councilman Hundley stated that while the Public Works Committee regrets that the Town did not get the HB2 funding, it is very positive that VDOT is going to conduct this preliminary study at their expense, which will benefit the Town when it makes application next year.

Councilman Hundley, also, reported that as everyone may know, the Town is working diligently on improvements in the downtown area, which include new brick sidewalks. He explained that the Town's contractor on this project advises that during a snow event, certain equipment and chemicals will damage these new sidewalks. Councilman Hundley remarked that the contractor has stated that during snow events, the best method for removing snow from the brick sidewalks is by way of a power broom. He expressed that this is a walk behind machine that has a three-foot broom that will remove snow and ice from the sidewalk. Councilman Hundley commented that the Town's contractor has, also, advised the Public Works Committee about the use of chemicals that can be applied to the brick that will not result in any type of damage. He stated that having said that, the Town is proceeding to purchase two power brooms that will be used by Town forces to clear the brick sidewalks in the downtown area, after snow events. Councilman Hundley noted that no longer will property owners from Fifth Street to Sixth Street,

be responsible for cleaning the sidewalk in front of their property. He explained, subsequently, changes to the language in the Town Code will be made to reflect the new procedure. Councilman Hundley remarked that the Town's Public Works Director has already ordered the equipment and the chemicals, and the Town is prepared to begin these maintenance activities at any time. He advised that Downtown Wytheville, Incorporated has agreed that it would make contact with all of the business and property owners in the downtown area to advise them of this new procedure that is to be followed during snow events.

Councilman Hundley reported that several months ago, the Public Works Committee reported that the Town had been requested to change the name of the streets that go between Calhoun Street and the corporate limits near the Reed Creek Mill. He explained that once you leave the corporate limits at this point, the road becomes Barrett Mill Road. Councilman Hundley noted that the Public Works Committee had first thought that renaming that portion of roadway to Barrett Mill Road was a good idea. He remarked that since that time, the Town has had several inquiries about renaming the road to Reed Creek Mill Road because it describes the route to the renovated mill property, and it will provide clear directions to the new Truss Bridge Park that the Town is creating immediately adjacent to the mill. Councilman Hundley explained that Town staff sent a letter to all property owners along this route asking their opinion of changing the road name, and, to date, the Town has only had two negative responses to the inquiry, but the inquiry specifically inquired about the name Barrett Mill Road. He advised that given that it appears that most property owners are open to renaming the section of road, the Public Works Committee would suggest that the Council, over the course of three meetings, consider the renaming of the road to Reed Creek Mill Road. Councilman Hundley stated by considering this change over the course of three meetings, everyone should have the opportunity to offer comments. A copy of the Public Works Committee report is attached and made part of these minutes.

Mayor Crewe stated that the letter that was mailed inquired about the name Barrett Mill Road. He explained that, now, the Council is thinking about naming it Reed Creek Mill Road. Mayor Crewe advised that the Council would take the recommendation of the Public Works Committee, and, over the course of three meetings, consider the renaming of the road to Reed Creek Mill Road.

**RE: ORDINANCE NO. 1312**

Mayor Crewe presented Ordinance No. 1312, an ordinance amending and reenacting Chapter 11, Police, Article III. Alarm Systems, by deleting Sections 11-41. Regulations – Alarm Company Operators, 11-42. Same – Other Alarm Systems, 11-43. Responsibility to Respond, 11-45. Practices, Procedures and Definitions, 11-46. Policy for Console Connected Alarm Systems, 11-47. Policy for Automatic-Dial Telephone Alarm Systems and 11-48. Records, and amending and reenacting Section 11-44. Penalties for False Alarms of the Code of the Town of Wytheville, Virginia, on first reading. He noted that it is the recommendation of the Budget and Finance Committee for the Council to adopt the ordinance on first and final reading. Mayor Crewe explained that the ordinance, basically, increases the penalties for false alarms and limits the number of false alarms to three per quarter. He noted that after the third false alarm, there will be a charge on the fourth one. Mayor Crewe advised that Councilwoman Taylor suggested the Council amend the ordinance that is in the Council packet. He noted that the words “more than” on the second line of Section 11-44. Penalties for False Alarms (a) would be deleted and the same deletion would occur in paragraph two, second line. Mayor Crewe stated that it will simply state that the charges will be assessed “after” three false alarms and “after” five false alarms rather than “more than.” He reiterated that this is the recommendation of the Budget and Finance Committee. A motion was made by Vice-Mayor King and seconded by Councilwoman Taylor to suspend the rules, and adopt Ordinance No. 1312, an ordinance amending and reenacting Chapter 11, Police, Article III. Alarm Systems, by deleting Sections 11-41. Regulations – Alarm Company Operators, 11-42. Same – Other Alarm Systems, 11-43. Responsibility to Respond, 11-45. Practices, Procedures and Definitions, 11-46. Policy for Console Connected Alarm Systems, 11-47. Policy for Automatic-Dial Telephone Alarm Systems and 11-48. Records, and amending and reenacting Section 11-44. Penalties for False Alarms of the Code of the Town of Wytheville, Virginia, on first and final reading. Mayor Crewe inquired if there is any discussion on the motion to suspend the rules and adopt the ordinance on first and 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, Thomas F. Hundley, Joseph E. Hand, Jr., Beth A. Taylor

AGAINST: None



ABSTENTIONS:       None

Ordinance No. 1312 was adopted on first and final reading. He noted that the ordinance is effective immediately.

**RE: RESOLUTION – VDOT – CONNECTOR ROAD PROJECT**

Mayor Crewe advised that the next agenda item is a resolution for the Virginia Department of Transportation regarding the Connector Road Project. He noted that the recommendation from the Public Works Committee involves two parts. Mayor Crewe stated that the Council would need to adopt the resolution and authorize the Town Manager to apply for the funds and execute the paperwork. A motion was made by Councilman Hundley and seconded by Councilman Hand to adopt a resolution for the Virginia Department of Transportation regarding the Connector Road Project (Community Boulevard), and authorize the Town Manager to execute the agreements and all necessary documents for the project. Mayor Crewe inquired if there was any discussion on the motion to adopt the VDOT resolution and authorize the Town Manager to execute the paperwork. Town Manager Sutherland stated that he had some information to offer the Council. He noted that in the past, the projects were complete before a check was issued to VDOT, however, now VDOT is requiring just the opposite. Mayor Crewe remarked that VDOT is requiring the payment upfront. Town Manager Sutherland stated that is correct. Mayor Crewe inquired if there was any further discussion or comments on the motion. 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, Thomas F. Hundley, Joseph E. Hand, Jr., Beth A. Taylor. Against: None.

**RE: APPROPRIATIONS TO THE BUDGET FOR FISCAL YEAR 2016-17**

Mayor Crewe advised the next agenda item is the appropriations to the budget for Fiscal Year 2016-17. He noted that Town staff is requesting the motion to state “to amend and appropriate the 2016-17 Water/Sewer budget in the amount of \$520,000 and the General Fund budget in the amount of \$510,000.” Mayor Crewe inquired of the Council if there is a motion to amend the budget. A motion was made by Councilwoman Taylor and seconded by Vice-Mayor King to amend and appropriate the 2016-17 Water/Sewer budget in the amount of \$520,000 and the General Fund budget in the amount of \$510,000. Mayor Crewe inquired if there was any discussion on the motion to make the changes to the budget. Town Manager Sutherland stated that he would like to note that the \$520,000 is a repayment of a loan from the Water/Sewer Fund to the General Fund, and the \$510,000 reflects the money the Town received from the Department of Housing and Community Development for the Freedom Lane Project. He noted that it was not reflected in the budget, therefore, that is the explanation of those two figures. Mayor Crewe inquired if there was any further discussion on the motion to make the changes to the budget. 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, Thomas F. Hundley, Joseph E. Hand, Jr., Beth A. Taylor. Against: None.

**RE: CERTIFICATES OF PUBLIC CONVENIENCE AND NECESSITY**

Mayor Crewe advised the next agenda item is regarding renewing of the Certificates of Public Convenience and Necessity during 2017 for Guardian Emergency Medical Services, Incorporated; 276 Express, LLC; Trinity Ambulance Service, LLC; and, Richardson Ambulance Service, LLC for the operation of taxicabs. He noted that earlier in the meeting during the public hearing, no one addressed the Council in regard to this matter. Mayor Crewe stated the Council members have in their packets the information that all of the appropriate vehicles have been inspected by the Police Department and have passed inspection. He noted that the Certificates of Insurance are also enclosed with the other information. Mayor Crewe remarked that it is now time for the Council to take action concerning the Certificates of Public Convenience and Necessity for Guardian Emergency Medical Services, Incorporated; 276 Express, LLC; Trinity Ambulance Service, LLC; and, Richardson Ambulance Service, LLC. He commented that if the Council wants these entities to be granted the Certificate of Public Convenience and Necessity to operate for calendar year 2017, he would entertain a motion to that effect. A motion was made by Councilwoman Taylor and seconded by Vice-Mayor King to renew the Certificates of Public Convenience and Necessity during 2017 for Guardian Emergency Medical Services, Incorporated; 276 Express, LLC; Trinity Ambulance Service, LLC; and, Richardson Ambulance Service, LLC. Mayor Crewe inquired if there was any discussion on the motion to renew the Certificates of Public Convenience and Necessity. 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, Thomas F. Hundley, Joseph E. Hand, Jr., Beth A. Taylor. Against: None.

Mayor Crewe thanked Mr. Roger Jason Billings for attending the Council meeting. He commented that Mr. Billings did not note that he wished to address the Council regarding this matter, however, if he wished to speak, he would so allow it. Mr. Billings declined to address the Council.

**RE: CHRISTMAS HOLIDAY**

Mayor Crewe wished everyone a Merry Christmas. He noted that the Council will meet in a Council Work Session on Tuesday, December 13, 2016, however, there will not be another Town Council meeting until January 9, 2017. Mayor Crewe thanked the citizens for attending the meeting, and noted that the Council would see everyone next year.

**RE: ADJOURNMENT**

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:25 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**

**DECEMBER 12, 2016**

1. The Town's Police and Fire Departments respond to many alarms that have been generated by a security system. Unfortunately, many of these alarms are false calls and result in a waste of resources by both of these departments. The Town, currently, has penalties for these excessive false alarms, but it does not seem that the penalties have been effective in getting the false alarms eliminated. Generally speaking, false alarms are caused by neglect or by the security system not being maintained. Later in the meeting, the Council will consider an ordinance that will provide for increased penalties for excessive false alarms. The ordinance will, also, delete other sections of this Code Article that are no longer applicable to the Town's operations. When the ordinance is considered, it would be the recommendation of the Budget and Finance Committee that it be approved on first and final reading and become effective immediately.
2. Over the past couple of years, we have been working to improve the economic environment in the downtown area, and we will be continuing these efforts in the future. The Town has provided a number of economic incentives for conducting business in the downtown area. As a part of the opportunities available to property owners in the downtown area, there is the opportunity to perform renovation work on a deteriorated building and to have a tax exemption provided in an amount equal to a percentage of the increase in assessed value resulting

from the rehabilitation. We believe that this is a worthwhile incentive, but we think that it would be more effective if the same tax exemption for improvements was offered by Wythe County. Any property in the Town of Wytheville, likewise, pays real estate taxes to Wythe County, and, for the incentive to be effective, it would be more meaningful if Wythe County also provided this opportunity. It would be the recommendation of the Budget and Finance Committee that we request Wythe County to consider providing this type of tax credit not only in downtown Wytheville, but for their entire Enterprise Zone. Surely, there are structures throughout the Enterprise Zone that could benefit from these incentives. Hopefully, this is something that the Board of Supervisors will find positive and will implement it in the upcoming year.

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Jacqueline K. King

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Beth A. Taylor

## **PUBLIC WORKS COMMITTEE REPORT**

**DECEMBER 12, 2016**

1. We have been contacted by the Virginia Department of Transportation (VDOT) about two pending transportation projects. First, the completion of Community Boulevard (Connector Road Project) was advertised for bids in November, and the bids are scheduled to be opened in mid-December, with a Notice to Proceed being issued on approximately February 1, 2017. This construction is the completion of Community Boulevard that was only partially constructed several years ago because of insufficient funding by the Virginia Department of Transportation. VDOT has, also, advised that the Town needs to update its resolution seeking the project. Later in the meeting, the resolution will be considered for adoption, and it would be the recommendation of the Public Works Committee that the resolution be adopted and that the Town Manager be authorized to execute all of the documents associated with the project.

VDOT has, also, responded to another request the Town had submitted as a part of the HB2 Funding. For clarification purposes, we would like to note that the program known as HB2 is the procedure that the Virginia Department of Transportation is now following in evaluating and ranking the construction of roads throughout the State. We had requested a complete study of Exit 73 on Interstate 81 to see if it could be reconfigured in a fashion that would improve the flow of traffic in that intersection. VDOT has now advised that this request for the study of Exit 73 was

not funded under the HB2 program, but it will be studied independently by the Virginia Department of Transportation so that the preliminary findings by VDOT can be incorporated into the Town's application for HB2 funding next year. While we regret that we did not get the HB2 funding, it is very positive that VDOT is going to conduct this preliminary study at their expense, which will benefit us when we make application next year.

2. As everyone may know, we are working diligently on improvements in the downtown area, which include new brick sidewalks. Our contractor on this project advises that during a snow event, certain equipment and chemicals will damage these new sidewalks. The contractor has stated that during snow events, the best method for removing snow from the brick sidewalks is by way of a power broom. This is a walk behind machine that has a three-foot broom that will remove snow and ice from the sidewalk. Our contractor has, also, advised us about the use of chemicals that can be applied to the brick that will not result in any type of damage. Having said that, the Town is proceeding to purchase two power brooms that will be used by Town forces to clear the brick sidewalks in the downtown area, after snow events. No longer will property owners from Fifth Street to Sixth Street, be responsible for cleaning the sidewalk in front of their property. Subsequently, changes to the language in the Town Code will be made to reflect the new procedure. Our Public Works Director has already ordered the equipment and the chemicals, and we are prepared to begin these maintenance activities at any time. Downtown Wytheville, Incorporated has agreed that it would make contact with all of the business and

property owners in the downtown area to advise them of this new procedure that is to be followed during snow events.

3. Several months ago, we reported that we had been requested to change the name of the streets that go between Calhoun Street and the corporate limits near the Reed Creek Mill. Once you leave the corporate limits at this point, the road becomes Barrett Mill Road. We had first thought that renaming that portion of roadway to Barrett Mill Road was a good idea. Since that time, we have had several inquiries about renaming the road to Reed Creek Mill Road because it describes the route to the renovated mill property, and it will provide clear directions to the new Truss Bridge Park that the Town is creating immediately adjacent to the mill. We sent a letter to all property owners along this route asking their opinion of changing the road name, and, to date, we have only had two negative responses to the inquiry, but our inquiry specifically inquired about the name Barrett Mill Road. Given that it appears that most property owners are open to renaming the section of road, we would suggest that the Council, over the course of three meetings, consider the renaming of the road to Reed Creek Mill Road. By considering this change over the course of three meetings, everyone should have the opportunity to offer comments.

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Thomas F. Hundley

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Joseph E. Hand, Jr.