

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, FEBRUARY 13, 2017, 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., Assistant Town Manager Stephen A. Moore, Town Clerk Sharon G. Corvin, Terry Beamer, Blaine Grubb, Becky Grubb, Kelly White, Zac Taylor, Ethan Lavallee, Police Officer Troy Cockram

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 January 23, 2017; the request of Rural Retreat High School for a Special Exception Facility Use Permit to conduct After Prom activities at the Wytheville Recreation Center on April 8 and 9, 2017; the request of Bland County High School After Prom Committee for a Special Exception Facility Use Permit to conduct their After Prom activities at the Wytheville Recreation Center on April 22 and 23, 2017; the request of the Wytheville Lions Club for waiver of business license fees and inspection fees for the Annual Charity Carnival to be held July 17 through 22, 2017; the request of the Wythe County Public Library to conduct their Annual Fourth of July Parade on Wednesday, July 5, 2017, at 10:00 a.m.; the request of the Wythe-Bland Animal Welfare League to conduct a "Hike for Hounds & Meow Meander" 5K Run on Saturday, September 16, 2017, at 8:00 a.m.; and, the request of District Three Senior Services for waiver of fees for use of Withers Park on Thursday, June 15, 2017, for Senior Day in the Park. 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 January 23, 2017; the request of Rural Retreat High School for a Special Exception Facility Use Permit to conduct After Prom activities at the Wytheville Recreation Center on April 8 and 9, 2017; the request of Bland County High School After Prom Committee for a Special Exception Facility Use Permit to conduct their After Prom activities at the Wytheville Recreation Center on April 22 and 23, 2017; the request of the Wytheville Lions Club for waiver of business license fees and inspection fees for the Annual Charity Carnival to be held July 17 through 22, 2017; the request of the Wythe County Public Library to conduct their Annual Fourth of July Parade on Wednesday, July 5, 2017, at 10:00 a.m.; the request of the Wythe-Bland Animal Welfare League to conduct a "Hike for Hounds & Meow Meander" 5K Run on Saturday, September 16, 2017, at 8:00 a.m.; and, the request of District Three Senior Services for waiver of fees for use of Withers Park on Thursday, June 15, 2017, for Senior Day in the Park., 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: CITIZENS' PERIOD

Mayor Crewe advised the next agenda item is Citizens' Period. He stated that no one indicated on the sign in sheet that they wished to address the Council, therefore, he would proceed with the agenda.

RE: OLD BUSINESS

Under Old Business, Town Manager Sutherland reported the following:

1. The Council Work Session will be held on Tuesday, February 14, 2017, at 7:00 a.m.
2. The New River Regional Water Authority will meet on Thursday, February 16, 2017, at 9:30 a.m., in the Council Chambers.
3. The Council Personnel Committee will meet on Friday, February 17, 2017, at 8:15 a.m., at the Wytheville Meeting Center. This will be the last meeting for the current employee representatives. Next month, a new set of employee representatives will resume.
4. The Town of Wytheville Municipal Offices will be closed and all services curtailed on Monday, February 20, 2017, in observance of Presidents' Day.
5. The Joint Industrial Development Authority of Wythe County will hold their Tenure Luncheon on Thursday, February 23, 2017, at 12:00 p.m., at the Bolling Wilson Hotel. The regular meeting will be held at 3:00 p.m., in the Council Chambers.

RE: BUDGET AND FINANCE COMMITTEE REPORT

Councilwoman Taylor, reporting for the Budget and Finance Committee, stated that later in the meeting, the Council will consider, on first and final reading, an ordinance which amends the Town's Personnel Policy. She noted that these revisions are primarily housekeeping in nature because it defines fashions in which an employee can utilize their sick leave. Councilwoman Taylor commented that one of the revisions concerns a period of time that may be charged by an employee to Family Sick Leave. She remarked that under the revision, a period of absence may be coded as Family Sick from their sick leave balance for the death of an immediate family member of an employee, but in no case shall exceed five (5) days or forty (40) hours per personnel year. Councilwoman Taylor explained that the other revision explains the definition of immediate family for whom sick leave may be utilized for both Family Sick Leave and Family and Medical Leave. She expressed that the definition now provides that in-laws are a part of the immediate family where sick leave can be charged. Councilwoman Taylor stated that the Council thinks that these changes are beneficial to the Town's employees and improve the fashion by which employees can use their earned sick leave. She advised that when the ordinance is considered later in the meeting, it would be the recommendation of the Budget and Finance Committee that the ordinance be adopted on the first and final reading.

Councilwoman Taylor, also, reported that the Budget and Finance Committee has now received its renewal information from The Local Choice. She stated that The Local Choice is the health insurance program administered by the Commonwealth of Virginia. Councilwoman Taylor explained that, currently, The Local Choice uses Anthem as the provider for insurance services. She commented that the Town has been with the State program for many years because it provides an opportunity for the Town to participate in a large pool of employers. Councilwoman

Taylor stated that the Town's health insurance premiums are, primarily, based on the value of the claims in the prior year. She noted that this next year, Anthem advises that because of claims during this prior year, the Town's insurance premium will increase by 12 percent. Councilwoman Taylor explained that, obviously, this is a budgetary issue that will be addressed as the Council moves forward. She remarked that the State requires that participating governments declare its intent to renew by April 1 of each year. Councilwoman Taylor expressed that the regulations, also, require that a declaration be made of what policies will be provided to employees. She commented that the Council believes that the Town's health insurance is a very valuable benefit to its employees and thinks that the Town should continue its coverage with The Local Choice. Councilwoman Taylor explained that the Council, also, believes that the current programs provide a range of benefits that can tailor the needs of employees. She stated that the policies' differences are the deductibles and the out-of-pocket expenses. Councilwoman Taylor noted that the Budget and Finance Committee would like to note that during the budgetary process, the Council will also consider the ratio of the payment of the premium by the Town and the employee. She remarked, currently, the Town pays 93 percent of that premium. Councilwoman Taylor commented that the Budget and Finance Committee realizes that all of these factors will need to be considered, but the Council still needs to give The Local Choice notice of the Town's intent to renew. She advised, therefore, it is the recommendation of the Budget and Finance Committee that the Council give notice that the Town intends to renew its health insurance programs, and that the Town notes that the policies which are currently in effect will continue to be in effect in the following year. A motion was made by Councilwoman Taylor and seconded by Vice-Mayor King to notify The Local Choice of the Town's intent to renew its health insurance programs and that the current policies will remain in effect for the following year. Mayor Crewe inquired if there was any discussion on the motion to notify The Local Choice of the Town's intent to renew its health insurance programs and that the current policies will remain in effect for the following year. 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 Public Works Committee is pleased that the Town has received the opportunity this week to participate in a Virginia Department of Transportation pre-construction conference regarding the construction of the final phase of Community Boulevard, which will extend the roadway from the current terminating point near Cassell Road eastward to Lithia Road. He explained that this project has been designed for a number of years, and the rights of way for this portion of the project were acquired at the same time the right of way for the existing section of Community Boulevard was constructed. Councilman Hundley commented that W-L Construction of Chilhowie, Virginia, submitted the low bid for the project and the bidding for all of the components of the project totaled \$6,326,000. He stated that all of the expense associated with this project, with the exception of two percent, will be paid through the Virginia Department of Transportation's Urban Funding Allocations. Councilman Hundley noted, also, involved in this project will be the installation of water and sewer lines, and these betterments will be constructed at local expense. He expressed that the contractor advised, at the pre-construction conference, that he is prepared to proceed and will submit his Request to Proceed on the project within the next week or so. Councilman Hundley explained that in the contract, the Virginia Department of Transportation has provided for monetary incentives for the contractor to complete the project in a timely fashion, and, likewise, has specified disincentives if the contractor were to not meet the

timeframes established. He stated that the project has an 18-month completion deadline. Councilman Hundley advised that as the Public Works Committee has noted before, there is nothing required of the Council at this time, but the Committee is all very excited that this portion of roadway, which has been visualized for many years, is coming to fruition.

Councilman Hundley, also, reported that the Public Works Committee is pleased to report that the shelter project that is a part of the Farmers' Market building was advertised for bids on February 4, 2017, and the bid deadline is set for February 28, 2017. He explained that this portion of the expansion of the Farmers' Market will bring yet an additional dimension to the marketplace. Councilman Hundley remarked that the design of this structure had to be coordinated with the work on the Heritage Walk Phase II Project. He commented that the low bidder on the Heritage Walk Project was DCI/Shires, Incorporated, which is the construction company currently working in the downtown area, and they anticipate that construction on the Heritage Walk will begin on April 1, 2017. Councilman Hundley stated in regard to the Farmers' Market, the Public Works Committee is also involved with the design plans for the restroom facilities within the building. He noted that the Public Works Committee anticipates that Town forces will construct these restroom facilities. Councilman Hundley remarked that as the Public Works Committee understands from the Farmers' Market Board, they and their vendors are looking forward to both of these improvements and anticipate a successful upcoming year for the Farmers' Market. He advised that no further action is required by the Council, but the Public Works Committee did want to make everyone aware that the shelter area for the Farmers' Market has been advertised for bids. A copy of the Public Works Committee report is attached and made part of these minutes.

RE: ORDINANCE NO. 1314

Mayor Crewe presented Ordinance No. 1314, an ordinance amending and reenacting Ordinance No. 1028, generally known as Personnel Rules, Regulations and Policies of the Town of Wytheville, Virginia, so as to amend Section 5. Leaves of Absence, Subsection 5.2 Sick Leave and Subsection 5.6 Family and Medical Leave, on first reading. A motion was made by Councilwoman Taylor and seconded by Vice-Mayor King to suspend the rules and adopt Ordinance No. 1314, an ordinance amending and reenacting Ordinance No. 1028, generally known as Personnel Rules, Regulations and Policies of the Town of Wytheville, Virginia, so as to amend Section 5. Leaves of Absence, Subsection 5.2 Sick Leave and Subsection 5.6 Family and Medical Leave, 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. 1314 was adopted on first and final reading. He noted that the ordinance is effective immediately.

RE: APPOINTMENTS – WALL OF HONOR COMMITTEE

Mayor Crewé advised the next agenda item is the appointment of a member to the Wall of Honor Committee to fill the expired term of Mr. James S. Phipps (term expired February 1, 2017). A motion was made by Vice-Mayor King and seconded by Councilman Hundley to appoint Mr. Terry Beamer to the Wall of Honor Committee for a four year term (term expires February 1, 2021). Mayor Crewe inquired if there was any discussion on the motion to appoint Mr. Beamer as a member to the Wall of Honor Committee. 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: 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

Sharon G. Corvin, Town Clerk

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