

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL  
HELD IN THE COUNCIL CHAMBERS ON MONDAY, JUNE 26, 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., Town Clerk Sharon G. Corvin, Assistant Town Manager Stephen A. Moore, Marie B. Bishop, John Claypool, Rebecca Beamer, Terry Beamer, Danny Gordon, Millicent Rothrock with *The Wytheville Enterprise*, Police Officer Jonathan Lackey, Police Intern Levi Roy

**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 Vice-Mayor King.

**RE: CONSENT AGENDA**

Mayor Crewe presented the consent agenda consisting of the minutes of the special meeting of June 1, 2017; the minutes of the regular meeting of June 12, 2017; the request of Wythe County Community Hospital Women's Center to conduct a Fight Like a Preemie 5K Color Run on Saturday, August 26, 2017, at 8:00 a.m.; and, the request of Wythe Care Veterinary Service, Inc. to hold the Dog Days of Summer Event on Saturday, August 19, 2017, from 4:00 p.m. to 8:00 p.m. on Main Street, and to close Main Street from First to Monroe Streets and to close Tazewell Street from Main to Monroe Streets for the event. 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 Councilwoman Taylor to approve the consent agenda consisting of the minutes of the special meeting of June 1, 2017; the minutes of the regular meeting of June 12, 2017; the request of Wythe County Community Hospital Women's Center to conduct a Fight Like a Preemie 5K Color Run on Saturday, August 26, 2017, at 8:00 a.m.; and, the request of Wythe Care Veterinary Service, Inc. to hold the Dog Days of Summer Event on Saturday, August 19, 2017, from 4:00 p.m. to 8:00 p.m. on Main Street, and to close Main Street from First to Monroe Streets and to close Tazewell Street from Main to Monroe Streets for the event, as presented. 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.

**RE: CITIZENS' PERIOD**

Mayor Crewe inquired if anyone wished to address the Council during Citizens' Period. Mr. John Claypool was recognized and stated that he lived at 375 South 12<sup>th</sup> Street. He commented that he had a couple of items to discuss with the Council. Mr. Claypool expressed that between his house and Mr. Lee Harrell's house, there is a problem with excessive rainwater drainage. He noted that the drainage is overflowing the storm drains at his driveway, and when this happens, the gravel between his property and Mr. Harrell's property washes away. Mr. Claypool remarked that when this happens, it erodes the dirt and asphalt from his driveway. He continued to explain the situation to the Council regarding the drainage problem. Mr. Claypool explained that he is averaging refilling the gravel in his driveway a dozen times a year. He noted that Tommy Seagle had examined the storm drain in the past, and Mr. Seagle's crew was looking for a solution because there were some issues across the street from his residence with Ms. Alderman's drainage and Ms. Cochran's drainage, as well. Mr. Claypool stated he understands the Public Works Department stays busy with work at all times, however, if someone could take a look at the issue, he would appreciate it. Mayor Crewe noted that Town Manager Sutherland would have the Public Works Department take a look at the issue and report back to the Council. Mr. Claypool commented that the other issue he would like to discuss is the excessive amount of truck traffic on 12<sup>th</sup> Street. He noted that, also, traffic coming by his residence on Union Street is excessive down to Fourth Street. Mr. Claypool explained to the Council that when vehicles travel south on 12<sup>th</sup> Street to the Family Dollar Store, there is a "No Thru Truck Traffic" sign posted that bars any truck traffic south of 12<sup>th</sup> Street. He noted, however, there is nothing posted barring the truck traffic from traveling north on 12<sup>th</sup> Street. Mr. Claypool continued to express his concerns to the Council regarding the traffic. He noted that he feels like the trucks are trying to avoid the downtown area, which he can understand, however, the commercial truck traffic is beginning to be excessive. Mr. Claypool stated that it will be hard to enforce with the posted sign only going one way, therefore, this might be something the Council might be willing to consider discussing in regard to barring no thru truck traffic in both directions. Mayor Crewe expressed to Mr. Claypool that the Town Council could certainly discuss the situation at the next

Work Session. He commented that he would think that the Public Safety and Public Works Departments would both need to review this. Mr. Claypool thanked the Town Council for their time and allowing him to address them. Mayor Crewe thanked Mr. Claypool for speaking and bringing these issues to the Council's attention. A discussion ensued regarding the different locations around town where "No Thru Truck Traffic" signs had been located at one time or another. It was the consensus of the Council for the Public Works Committee to study the drainage issue and truck traffic on 12<sup>th</sup> Street.

Mayor Crewe advised that Mr. Danny Gordon stated on the sign in sheet that he wished to address the Council. He noted that it was good to see Mr. Gordon again at a Council meeting. Mr. Danny Gordon was recognized and stated that it was good to be attending the Council meeting in a nonmedia position. He noted that he has several items he wished to discuss with the Town Council at this meeting. Mr. Gordon explained that the Wythe County Rescue Squad's large box truck is broken down again. He continued to explain what the Rescue Squad will do until a new vehicle arrives in approximately two weeks. Mr. Gordon noted that, until then, the Rescue Squad is down to one vehicle for emergency transports. He continued to explain why the Wythe County Rescue Squad cannot borrow a squad from another locality, and noted that other Rescue Squad localities will have to be contacted to back up Wythe County Rescue Squad, if there is another problem. Mr. Gordon explained that he only wanted to make the Town Council aware of this issue, since he is the Chairman of the Rescue Squad, but advised that another squad is on its way. He noted that the Squad is considering applying for a second emergency grant, which would completely pay for another vehicle. Mr. Gordon expressed that on a positive note, the members of the Squad have painted inside of the building, had plumbing work performed trying to get the building up to Code and have gotten most of the billing process straightened out, which is helping cashflow. He remarked that the Squad is helping itself, but, at the same time, they are still struggling due to the equipment problems. Mr. Gordon reiterated that he only wanted the Council to be aware of the situation. He stated the other thing he would like for the Council or the Department of Museums to consider is to take the memorabilia from the Squad building and create a temporary exhibit at the Boyd Museum so it will be secured because in the past, some of the items have been thrown away. Mr. Gordon continued to express his thoughts in regard to an exhibit. Mayor Crewe noted that the Council would discuss this. Mr. Gordon stated that he is working three days a week at Old Fort Antique Mall. He explained that tourists are passing through, and he is trying to send as many of them to Wytheville as he can. Mr. Gordon continued to discuss his thoughts regarding tourism and how to help promote Wytheville. A discussion ensued in regard to the number of billboards on which Director of Tourism Rosa Jude advertises and the areas in which they are located. Mr. Gordon thanked the Council for allowing him to speak. Mayor Crewe thanked Mr. Gordon for addressing the Council.

He inquired if there are others who wished to address the Council during Citizens' Period. There being none, he proceeded with the agenda.

### **RE: OLD BUSINESS**

Under Old Business, Town Manager Sutherland reported the following:

1. The Council Work Session will be held on Tuesday, June 27, 2017, at 7:00 a.m.
2. The Beautification Task Force will meet on Wednesday, June 28, 2017, at 2:30 p.m., in Conference Room A of the Municipal Building.
3. The Town of Wytheville Municipal Offices will be closed on Tuesday, July 4, 2017, and all services will be curtailed. There will be a variety of activities held in downtown Wytheville from 2:00 p.m. – 5:00 p.m., followed by the concert in Elizabeth Brown Memorial Park and fireworks.

### **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 the adoption of the budget for Fiscal Year 2017-18 on third and final reading. She explained that the Budget Ordinance that has been approved on the two prior readings was amended at the last meeting to include \$15,000 for improvements to the bridges in the Crystal Springs area. Councilwoman Taylor advised that when the ordinance is considered later in the meeting, it would be the recommendation of the Budget and Finance Committee that it be adopted on third and final reading and become effective July 1, 2017. She noted that, also, at the last meeting of Council during any fiscal year, it has been the practice of the Council to authorize the Town Treasurer to make line item revisions to the current budget, which allow him to use funds from categories from leftover revenues for categories where

revenues may have been short. Councilwoman Taylor advised that it is the recommendation of the Budget and Finance Committee that the Council authorize the Town Treasurer to make these revisions. She stated the Council is pleased that the Town has been able to maintain a high level of service to its citizens in the upcoming budget without having any tax or fee increases. Councilwoman Taylor remarked that it is important that the Town maintain a high level of service with the lowest economic impact to its citizens. A motion was made by Councilwoman Taylor and seconded by Vice-Mayor King to authorize the Town Treasurer to make the necessary line item revisions within the Fiscal Year 2016-17 budget. 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.

Councilwoman Taylor, also, reported that the Council has received a request from Director of Museums Frances Emerson requesting that \$6,500 from the Museum Heritage Education Program budget be carried over into fiscal year 2017-18. She explained that Director Emerson noted in her request that in the current fiscal year, Mountain Cap had contributed funding to the Museum Heritage Education Program to cover the cost of educational programs for children in the headstart centers. Councilwoman Taylor remarked that all of the funds that were contributed were not used in the 2016-2017 school year. She commented that Director Emerson noted that the money that remains in the account will be used to pay for programs in the upcoming school year. Councilwoman Taylor advised that the Budget and Finance Committee thinks that the request made by Director Emerson is reasonable, and the Committee would authorize these funds to be moved forward into the upcoming year and, also, authorize the Town Treasurer to make the accounting changes as required. A motion was made by Councilwoman Taylor and seconded by Vice-Mayor King to approve the request of Director of Museums Emerson to carryover \$6,500 into the Fiscal Year 2017-18 budget from the Museum Heritage Education Program, and authorize the Town Treasurer to make the necessary accounting changes regarding these funds. 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 a couple of years ago, the Town amended its brush pick up policy to pick up brush the last week of every other month. He noted that in 2017, collections were scheduled for the last week in February and subsequent pick ups were scheduled for the last week of every other month. Councilman Hundley explained that the Town has had a number of inquiries about expanding this service during the summer months. He stated that the Public Works Committee believes that it would be helpful for brush pick up to occur the last week of each month between April and September, and, thereafter, the schedule would revert back to the bi-monthly method. Councilman Hundley advised that it would be the recommendation of the Public Works Committee that commencing July 1, 2017, the brush collection schedule be amended to provide for monthly pick up during the year between the months of April and September. A motion was made by Councilman Hundley and seconded by Councilman Hand to change the brush pick up schedule to occur the last week of each month between the months of April and September, and, thereafter, the schedule will revert to the bi-monthly method. 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.

Councilman Hundley, also, reported that there are several ongoing matters with the Virginia Department of Transportation (VDOT) that may be of interest. He stated the Town has been advised that the portion of funding for the Heritage Walk Phase III will be approved during the next fiscal year. Councilman Hundley explained that the Heritage Walk Phase III is a new sidewalk that would connect the Museums to the Welcome Center. He noted that it appears that VDOT has funded a portion of this request and will consider additional funding in the future for the remainder of the project. Councilman Hundley remarked that the Town has also been advised that there may be funds available from VDOT, under the Recreation Access Program, that could be used to pave the road from Route 21 to the Crystal Springs Recreation area. He commented that a portion of this roadway remains gravel and, often, the residents along that stretch of roadway complain about the dust. Councilman Hundley stated that the Town is going to ask Wythe County to pursue seeking application for this funding. He remarked that, finally, the Public Works Committee would like to report that the Town's application to VDOT for the development of a sidewalk between Commonwealth Drive and Northwinds was not approved during the current cycle. He explained that it is the Town's intent to make application again for

funding for this sidewalk project. A copy of the Public Works Committee report is attached and made part of these minutes.

**RE: ORDINANCE NO. 1319**

Mayor Crewe presented Ordinance No. 1319, an ordinance amending and reenacting Chapter 14, Taxation, Article II. Property Taxes, Section 14-17, Unpaid Taxes and Assessments, of the Code of the Town of Wytheville, Virginia, on third and final reading. A motion was made by Councilwoman Taylor and seconded by Vice-Mayor King to adopt Ordinance No. 1319, an ordinance amending and reenacting Chapter 14, Taxation, Article II. Property Taxes, Section 14-17, Unpaid Taxes and Assessments, of the Code of the Town of Wytheville, Virginia, on third and final reading. Mayor Crewe inquired if there was any discussion on the motion to adopt the ordinance on third and final reading. A brief discussion ensued on the wording of the ordinance. Mayor Crewe inquired if there was any further discussion on the motion to adopt the ordinance on third 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. 1319 was adopted on third and final reading.

**RE: ORDINANCE NO. 1320**

Mayor Crewe presented Ordinance No. 1320, the Budget Ordinance for Fiscal Year 2017-18, on third and final reading. Mayor Crewe inquired if there is a motion concerning Ordinance No. 1320. A motion was made by Councilwoman Taylor and seconded by Vice-Mayor King to adopt Ordinance No. 1320, the Budget Ordinance for Fiscal Year 2017-18 on third and final reading. Mayor Crewe inquired if there was any discussion on the motion to adopt the ordinance on third and final reading. There being none, the motion was adopted 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. 1320 was adopted on third and final reading.

**RE: ORDINANCE NO. 1322**

Mayor Crewe presented Ordinance No. 1322, an ordinance amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, to amend and reenact Article XVI, General Provisions, Section 16-3, Special Exceptions, on second reading. Mayor Crewe inquired if there is a motion concerning Ordinance No. 1322. A motion was made by Councilman Hundley and seconded by Vice-Mayor King to approve Ordinance No. 1322, an ordinance amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, to amend and reenact Article XVI, General Provisions, Section 16-3, Special Exceptions, on second, but not final, reading. Mayor Crewe inquired if there was any discussion on the motion to approve the ordinance on second, but not final, reading. Mayor Crewe inquired if there was any further 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

ABSTENTIONS: None

Ordinance No. 1322 was approved on second, but not final, reading.

**RE: APPOINTMENTS – WILLOW BROOK JACKSON/UMBERGER HOMESTEAD MUSEUM ADVISORY BOARD**

Mayor Crewe advised the next agenda item is to consider an appointment and reappointment to the Willow Brook Jackson/Umberger Homestead Museum Advisory Board to fill the expiring terms of Mr. Robert Kegley and Mr. David Taylor (terms expire July 31, 2017). A motion was made by Vice-Mayor King and seconded by Councilwoman Taylor to reappoint Mr. David Taylor and appoint Mr. Terry Beamer to the Willow Brook Jackson/Umberger Homestead Museum Advisory Board (terms expire July 31, 2022). 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.

**RE: APPOINTMENTS – DISTRICT THREE GOVERNMENTAL COOPERATIVE**

Mayor Crewe advised the next agenda item is to consider an appointment of a member and an alternate member to the District Three Governmental Cooperative to fill the expiring terms of Councilwoman Beth Taylor and alternate member Councilman Thomas Hundley (terms expire June 30, 2017). A motion was made by Vice-Mayor King and seconded by Councilman Hand to reappoint Councilwoman Beth A. Taylor as the member and Councilman Thomas F. Hundley as the alternate member to the District Three Governmental Cooperative (terms expire June 30, 2018). 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.

**RE: ADJOURNMENT**

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:27 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**

**JUNE 26, 2017**

1. Later this evening, the Council will consider the adoption of the budget for Fiscal Year 2017-18 on third and final reading. The Budget Ordinance that has been approved on the two prior readings was amended at the last meeting to include \$15,000 for improvements to the bridges in the Crystal Springs area. When the ordinance is considered later in the meeting, it would be the recommendation of the Budget and Finance Committee that it be adopted on third and final reading and become effective July 1, 2017. Also, at the last meeting of Council during any fiscal year, it has been the practice of the Council to authorize the Town Treasurer to make line item revisions to the current budget, which allow him to use funds from categories from leftover revenues for categories where revenues may have been short. It is the recommendation of the Budget and Finance Committee that we authorize the Town Treasurer to make these revisions. We are pleased that we have been able to maintain a high level of service to our citizens in the upcoming budget without having any tax or fee increases. It is important that we maintain a high level of service with the lowest economic impact to our citizens.
2. We have received a request from Director of Museums Frances Emerson requesting that \$6,500 from the Museum Heritage Education Program budget be carried over into fiscal year 2017-18. She noted in her request that in the current fiscal year, Mountain Cap had contributed funding to the Museum Heritage

Education Program to cover the cost of educational programs for children in the headstart centers. All of the funds that were contributed were not used in the 2016-2017 school year. Director Emerson noted that the money that remains in the account will be used to pay for programs in the upcoming school year. We think that the request made by Director Emerson is reasonable, and we would authorize these funds to be moved forward into the upcoming year and, also, authorize the Town Treasurer to make the accounting changes as required.

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Jacqueline K. King

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Beth A. Taylor

## **PUBLIC WORKS COMMITTEE REPORT**

**JUNE 26, 2017**

1. A couple of years ago, the Town amended its brush pick up policy to pick up brush the last week of every other month. In 2017, collections were scheduled for the last week in February and subsequent pick ups were scheduled for the last week of every other month. We have had a number of inquiries about expanding this service during the summer months. We believe that it would be helpful for brush pick up to occur the last week of each month between April and September, and, thereafter, the schedule would revert back to the bi-monthly method. It would be the recommendation of the Public Works Committee that commencing July 1, 2017, the brush collection schedule be amended to provide for monthly pick up during the year between the months of April and September.
2. There are several ongoing matters with the Virginia Department of Transportation (VDOT) that may be of interest. We have been advised that the portion of funding for the Heritage Walk Phase III will be approved during the next fiscal year. The Heritage Walk Phase III is a new sidewalk that would connect the Museums to the Welcome Center. It appears that VDOT has funded a portion of this request and will consider additional funding in the future for the remainder of the project. We have also been advised that there may be funds available from VDOT, under the Recreation Access Program, that could be used to pave the road from Route 21 to the Crystal Springs Recreation area. A portion of this roadway remains gravel and, often, the residents along that stretch of roadway complain about the dust. We are



going to ask Wythe County to pursue seeking application for this funding. Finally, we would like to report that our application to VDOT for the development of a sidewalk between Commonwealth Drive and Northwinds was not approved during the current cycle. It is our intent to make application again for funding for this sidewalk project.

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Thomas F. Hundley

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Joseph E. Hand, Jr.