

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, SEPTEMBER 11, 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, Town Attorney Christopher R. Menerick, Danny Gordon, Police Officer Kelly White

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 August 28, 2017; the request of George Wythe High School to conduct their Homecoming Parade on Thursday, October 19, 2017, at 6:00 p.m.; the request of Wytheville Baptist Church to conduct their Trunk or Treat Event on Tuesday, October 31, 2017, from 4:00 p.m. to 7:00 p.m.; the request of Downtown Wytheville, Inc. to hold a Downtown Wytheville Zombie Run on Saturday, October 21, 2017, at 4:00 p.m.; and, the request of the Wytheville Fire Department to hold a Fire Prevention Parade on Saturday, October 14, 2017, at 7:00 p.m. 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 Councilman Hundley and seconded by Councilman Hand to approve the consent agenda consisting of the minutes of the regular meeting of August 28, 2017; the request of George Wythe High School to conduct their Homecoming Parade on Thursday, October 19, 2017, at 6:00 p.m.; the request of Wytheville Baptist Church to conduct their Trunk or Treat Event on Tuesday, October 31, 2017, from 4:00 p.m. to 7:00 p.m.; the request of Downtown Wytheville, Inc. to hold a Downtown Wytheville Zombie Run on Saturday, October 21, 2017, at 4:00 p.m.; and, the request of the Wytheville Fire Department to hold a Fire Prevention Parade on Saturday, October 14, 2017, at 7:00 p.m., as presented. Mayor Crewe inquired if there was any discussion on the motion to approve the consent agenda. 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 thanked Mr. Danny Gordon for attending the Council meeting. He advised that Mr. Gordon noted on the sign in sheet that he wished to address the Council, therefore, he would ask that Mr. Gordon come to the podium at this time. Mr. Danny Gordon stated that the Wythe County Rescue Squad is currently operating with one vehicle, but they need three vehicles plus the four wheel drive to operate properly. He noted that they average 1,000 to 1,200 calls per month. Mr. Gordon continued to explain to the Council the different members of the Wythe County Rescue Squad (WCRS) and the titles they hold. He noted the WCRS, currently, has five or six active Advanced Life Support (ALS) members, along with the Wythe County Emergency Services Coordinator, Mr. Busick, who can assist the WCRS, as well. Mr. Gordon noted that Basic Life Support members get paid \$10 to \$13 per hour, as opposed to Advanced Life Support members who get paid more money. He noted that the WCRS pay scale is going to have to be raised to get more ALS members. Mr. Gordon continued to explain that he did not think it was right that the WCRS has to service the Lead Mines Rescue Squad and the Rural Retreat Rescue Squad because they do not have ALS members. He continued to express his concerns regarding the Wythe County Rescue Squad and other squads in the county. Mr. Gordon explained to the Council the costs associated with operating the rescue squad, etc. Councilman Hundley thanked Mr. Gordon for his efforts with the Wythe County Rescue Squad. Mr. Gordon stated if the Council has any concerns or complaints, he would ask that they let him know so they could be addressed.

Mr. Gordon commented that for the third time, he was almost hit at the intersection of 11th and East Main Streets. He continued to explain that the drivers turning left seem to think that they have the right of way at this intersection. Mr. Gordon inquired if there was any way that the Town could install a sign stating "Left Turn Yield" because, apparently, left turning drivers assume that they have the right of way. Mayor Crewe explained that the Virginia Department of Transportation limits the signage that can be placed in locations. A discussion ensued regarding the signage that could be placed at the location. The Council noted that they would review this location for additional signage.

Mr. Gordon inquired of the Council if it would be possible to hold a public comment session regarding the downtown construction because a lot of citizens do not know what is taking place. He noted that a lot of people ask him exactly what is taking place in downtown Wytheville and on East Main Street. Mr. Gordon continued to discuss items citizens have inquired about to him regarding what is taking place in the downtown and on East Main Street. He advised that a bike rack is needed downtown. He noted that it would be nice to hold a public information session to inform citizens of everything that is happening around town. Mayor Crewe stated that the Council tries to keep the citizens updated on these projects. Mr. Gordon thanked the Council for allowing him to address them. Mayor Crewe thanked Mr. Gordon for speaking. There being no one else attending the meeting to speak, Mayor Crewe proceeded with the agenda.

RE: OLD BUSINESS

Under Old Business, Town Manager Sutherland reported the following:

1. A Council Work Session will be held on Tuesday, September 12, 2017, at 7:00 a.m., in the Council Conference Room.
2. The New River Regional Water Authority will meet on Thursday, September 21, 2017, at 9:30 a.m., in the Council Chambers.
3. The Wytheville Planning Commission will meet on Thursday, September 14, 2017, at 6:00 p.m., in the Council Chambers.
4. The Council Personnel Committee will meet on Friday, September 15, 2017, at 8:15 a.m., at the Visitors Center.
5. The Beautification Task Force will meet on Wednesday, September 20, 2017, at 2:30 p.m., in Conference Room A.

RE: BUDGET AND FINANCE COMMITTEE REPORT

Councilwoman Taylor, reporting for the Budget and Finance Committee, stated that the Virginia Department of Transportation is offering grant funds that can be used for roadways to recreational areas. She explained that the large recreational area owned by the Town on Sand Mountain, known as Crystal Springs, is served primarily by a gravel road. Councilwoman Taylor noted that as the volume of traffic increases due to people visiting this recreation area, it would be beneficial for the gravel portion of the roadway to be paved. She remarked that the Town has requested for Wythe County, and they have agreed, to seek grant funds from the Virginia Department of Transportation to pave this portion of roadway. Councilwoman Taylor explained that later in the meeting, the Council will consider a resolution which endorses their application for funding. She advised that when the resolution is considered, it would be the recommendation of the Budget and Finance Committee that the resolution be adopted and forwarded to Wythe County and to the appropriate Virginia Department of Transportation officials.

Councilwoman Taylor, also, reported that late last year, the Town chose to participate as a HEAL Community, and this acronym stands for Healthy Eating/Active Living. She explained that since that time, the Council has considered a variety of programs that will facilitate nutritional foods and drinks, as well as implement various activities associated with active living. Councilwoman Taylor commented that one policy that the Council feels would be beneficial is to establish the type of health foods and drinks that the Town has in vending machines at various municipal locations. She stated that the Council thinks that it is reasonable that it requires at least 50 percent of all products to meet nutritional standards established by the Federal government. Councilwoman Taylor explained that this policy does not require all snacks and drinks to have nutritional value, and the policy does allow for other products to be in the vending machines. She remarked that the specific guidelines for this program are attached to this report. Councilwoman Taylor advised that it would be the recommendation of the Budget and Finance Committee that the Council implement the Healthy Eating/Active Living Vending Policy as soon as various Town departments can make arrangements to implement the program. She stated that the Committee would move for the adoption of this policy. A motion was made by Councilwoman Taylor and seconded by Vice-Mayor King to adopt a Healthy Eating/Active Living Vending Policy for the various Town municipal locations. Mayor Crewe inquired if there was any discussion on the motion to adopt the Vending Policy. 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 milling and paving bids were received on September 1, 2017. He noted that the successful bidder was W&L Construction of Chilhowie, Virginia. Councilman Hundley explained that there are a variety of streets that will be milled and paved under this program. He remarked that the most predominant portion of street that will be milled and paved, this year, will be Main Street between Eleventh and Twelfth Streets. Councilman Hundley expressed that all of this work, both the milling and the paving, will be performed during the nighttime hours to eliminate any type of disruption to businesses in the downtown area. He advised that the total estimated cost for this program is \$484,392, and there is \$500,000 in the current budget for this work. Councilman Hundley noted that as the program moves forward, the Town may be in a position to add a street, if the estimated values are met. He remarked that sometimes, it is difficult to estimate the exact tonnage on a particular street, and it is always good to have additional funds in the budget to accommodate these additional charges. Councilman Hundley explained that W&L Construction has advised that they will commence the milling and paving program on October 2, 2017. He stated that it will take them slightly more than one week to perform all of the work. Councilman Hundley advised that there is no action required of the Council, but the Public Works Committee did want everyone to be aware that the Town's annual milling and paving program is about to commence.

Councilman Hundley, also, reported that earlier in the meeting, the Budget and Finance Committee noted the Town's participation in the HEAL initiative. He explained that one of the most helpful active living exercises is walking. Councilman Hundley stated that, currently, the Council is working on the creation of walking paths in the downtown area that are measured so a walker actually knows the distance and steps that are being taken. He noted, additionally, the Public Works Committee thinks that it would be helpful to pursue funding from the Virginia Department of Transportation for the construction of a sidewalk on Lithia Road from Bob Evans Restaurant northward to the sidewalk currently being constructed on Community Boulevard. Councilman Hundley stated, also, the Public Works Committee would like to pursue the construction of a sidewalk on Peppers Ferry Road between Cove Road and Community Boulevard. He explained that these sidewalk improvements projects could create an enormous loop to be available to citizens for walking. Councilman Hundley remarked that this would also connect with the large walking trails created by Wytheville Community College. He commented that the Council would like to note that this is a topic that is currently being reviewed by the Town's Planning Commission. Councilman Hundley explained that the Public Works Committee would recommend that Town staff pursue grant and/or matching funds that can be obtained from the Virginia Department of Transportation to perform these projects. He stated that the Public Works Committee would like to note that the Town is seeking funding to install a sidewalk on Tazewell Street between Ridge Road and the Visitors Center, as well as on North Fourth Street between the Northwinds apartment complex and the shopping center. Councilman Hundley noted that the Public Works Committee believes that the development of all of these sidewalks would be of great benefit and improve the safety for the pedestrians. He advised that there is no action required of the Council at this time, but the Public Works Committee did want to report that they think that these ventures are worthwhile to pursue. A copy of the Public Works Committee report is attached and made part of these minutes.

RE: APPOINTMENTS – TOWN ATTORNEY

Mayor Crewe advised the next agenda item is the appointment of the Town Attorney. A motion was made by Vice-Mayor King and seconded by Councilman Hundley to appoint Mr. Christopher R. Menerick as Town Attorney. Mayor Crewe inquired if there was any discussion on the motion to appoint Mr. Christopher R. Menerick as the Town Attorney. Town Manager Sutherland inquired if the appointment could be made effective September 22, 2017. Vice-Mayor King and Councilman Hundley amended their motion to appoint Mr. Christopher R. Menerick as Town Attorney to be made effective September 22, 2017. Mayor Crewe inquired if there was any further discussion on the motion. There being none, the motion was approved with the following voting results: For: Jacqueline K. King, Thomas F. Hundley, Joseph E. Hand, Jr., Beth A. Taylor. Against: Trenton G. Crewe, Jr.

Mayor Crewe advised that he voted against the motion because he did not feel like the Town needs a full time attorney. He noted that it has nothing to do with Mr. Menerick as a person and that he told Mr. Menerick that prior to the meeting.

RE: APPOINTMENTS – WYTHEVILLE RECREATION COMMISSION YOUTH MEMBER

Mayor Crewe advised the next agenda item is the appointment or reappointment of a youth member to the Wytheville Recreation Commission to fill the expiring term of Ms. Kaitlin Taylor

(term expires October 1, 2017). A motion was made by Vice-Mayor King and seconded by Councilman Hand to reappoint Ms. Kaitlin Taylor to the Wytheville Recreation Commission for a one year term (term expires October 1, 2018). Mayor Crewe inquired if there was any discussion on the motion to reappoint Ms. Taylor as a member to the Wytheville Recreation Commission. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Trenton G. Crewe, Jr., Jacqueline K. King, Thomas F. Hundley, Joseph E. Hand, Jr., Beth A. Taylor. Against: None.

RE: ORDINANCE NO. 1328

Mayor Crewe presented Ordinance No. 1328, an ordinance amending and reenacting Chapter 12, Solid Waste Collection and Disposal, Article VI. Condition of Premises, Division 2. Removal of Weeds, Etc., Section 12-91. Duty of Owner of Property, of the Code of the Town of Wytheville, Virginia, on second reading. A motion was made by Councilman Hundley and seconded by Councilman Hand to approve Ordinance No. 1328, an ordinance amending and reenacting Chapter 12, Solid Waste Collection and Disposal, Article VI. Condition of Premises, Division 2. Removal of Weeds, Etc., Section 12-91. Duty of Owner of Property, of the Code of the Town of Wytheville, Virginia, on second, but not final, reading. Councilman Hundley inquired of Town Manager Sutherland if there had been any inquiries from the citizens. Town Manager Sutherland advised that there had not been any comments or inquiries. Councilman Hundley inquired if there was any reason why the ordinance could not be adopted on second and final reading at this meeting. Mayor Crewe noted that the Council could adopt the ordinance on second and final reading if they desired. Further discussion ensued regarding the ordinance. Mayor Crewe inquired if there was any discussion on the motion to adopt the ordinance on second, but not final, reading. There being none, the motion was approved with the following voting results:

FOR: Thomas F. Hundley, Jacqueline K. King, Joseph E. Hand, Jr., Beth A. Taylor

AGAINST: Trenton G. Crewe, Jr.

ABSTENTIONS: None

Ordinance No. 1328 was approved on second, but not final, reading. Mayor Crewe advised that he voted nay because he felt the ordinance change is not necessary.

RE: RESOLUTION – VIRGINIA DEPARTMENT OF TRANSPORTATION

Mayor Crewe advised that the next agenda item is the resolution from the Virginia Department of Transportation supporting access improvements to the Crystal Springs Recreation Area. A motion was made by Councilwoman Taylor and seconded by Vice-Mayor King to adopt a resolution from the Virginia Department of Transportation supporting access improvements to the Crystal Springs Recreation Area. Mayor Crewe inquired if there was any discussion on the motion to adopt the resolution supporting access improvement to the Crystal Springs Recreation Area. 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 (7:28 p.m.).

Trenton G. Crewe, Jr., Mayor

Sharon G. Corvin, Town Clerk

BUDGET AND FINANCE COMMITTEE REPORT

SEPTEMBER 11, 2017

1. The Virginia Department of Transportation is offering grant funds that can be used for roadways to recreational areas. The large recreational area owned by the Town on Sand Mountain, known as Crystal Springs, is served primarily by a gravel road. As the volume of traffic increases due to people visiting this recreation area, it would be beneficial for the gravel portion of the roadway to be paved. We have requested for Wythe County, and they have agreed, to seek grant funds from the Virginia Department of Transportation to pave this portion of roadway. Later in the meeting, the Council will consider a resolution which endorses their application for funding. When the resolution is considered, it would be the recommendation of the Budget and Finance Committee that the resolution be adopted and forwarded to Wythe County and to the appropriate Virginia Department of Transportation officials.
2. Late last year, the Town chose to participate as a HEAL Community, and this acronym stands for Healthy Eating/Active Living. Since that time, we have considered a variety of programs that will facilitate nutritional foods and drinks, as well as implement various activities associated with active living. One policy that we feel would be beneficial is to establish the type of health foods and drinks that we have in vending machines at various municipal locations. We think that it is reasonable that we require at least 50 percent of all products to meet nutritional standards established by the Federal government. This policy does not require

all snacks and drinks to have nutritional value, and the policy does allow for other products to be in the vending machines. The specific guidelines for this program are attached to this report. It would be the recommendation of the Budget and Finance Committee that we implement the Healthy Eating/Active Living Vending Policy as soon as various Town departments can make arrangements to implement the program. We would move for the adoption of this policy.

Jacqueline K. King

Beth A. Taylor

PUBLIC WORKS COMMITTEE REPORT

SEPTEMBER 11, 2017

1. Milling and paving bids were received on September 1, 2017. The successful bidder was W&L Construction of Chilhowie, Virginia. There are a variety of streets that will be milled and paved under this program. The most predominant portion of street that will be milled and paved, this year, will be Main Street between Eleventh and Twelfth Streets. All of this work, both the milling and the paving, will be performed during the nighttime hours to eliminate any type of disruption to businesses in the downtown area. The total estimated cost for this program is \$484,392, and there is \$500,000 in the current budget for this work. As the program moves forward, we may be in a position to add a street, if the estimated values are met. Sometimes, it is difficult to estimate the exact tonnage on a particular street, and it is always good to have additional funds in the budget to accommodate these additional charges. W&L Construction has advised that they will commence the milling and paving program on October 2, 2017. It will take them slightly more than one week to perform all of the work. There is no action required of the Council, but we did want everyone to be aware that our annual milling and paving program is about to commence.
2. Earlier in the meeting, the Budget and Finance Committee noted the Town's participation in the HEAL initiative. One of the most helpful active living exercises is walking. Currently, we are working on the creation of walking paths in the downtown area that are measured so a walker actually knows the distance and steps that are being taken. Additionally, we think that it would be helpful to pursue funding from the

Virginia Department of Transportation for the construction of a sidewalk on Lithia Road from Bob Evans Restaurant northward to the sidewalk currently being constructed on Community Boulevard. Also, we would like to pursue the construction of a sidewalk on Peppers Ferry Road between Cove Road and Community Boulevard. These sidewalk improvements projects could create an enormous loop to be available to citizens for walking. This would also connect with the large walking trails created by Wytheville Community College. We would like to note that this is a topic that is currently being reviewed by the Town's Planning Commission. We would recommend that Town staff pursue grant and/or matching funds that can be obtained from the Virginia Department of Transportation to perform these projects. We would like to note that we are seeking funding to install a sidewalk on Tazewell Street between Ridge Road and the Visitors Center, as well as on North Fourth Street between the Northwinds apartment complex and the shopping center. We believe that the development of all of these sidewalks would be of great benefit and improve the safety for our pedestrians. There is no action required of the Council at this time, but we did want to report that we think that these ventures are worthwhile to pursue.

Thomas F. Hundley

Joseph E. Hand, Jr.