



MINUTES
TOWN COUNCIL WORK SESSION
MONDAY, APRIL 10, 2023 AT 3:30 PM
COUNCIL CHAMBERS, 150 EAST MONROE STREET
WYTHEVILLE, VA 24382

1. UNAPPROVED MINUTES

A. Persons Present:

Beth A. Taylor - Mayor
Cathy D. Pattison - Vice-Mayor
Gary L. Gillman - Council Member
Candice N. Johnson - Council Member
T. Brian Freeman - Town Manager
Elaine R. Holeton - Assistant Town Manager
Sherry G. Corvin - Town Clerk
Michelle Workman Clayton - Town Attorney
Michael G. Stephens - Town Treasurer
Ernie Williams - Police Officer

Persons Absent:

Holly E. Atkins - Council Member

2. ITEMS TO BE DISCUSSED

A. APPROVAL OF AGENDA

Mayor Taylor advised that the first item on the agenda is the Approval of Agenda, and this required a motion and approval by the Committee. She inquired if there was a motion to approve the Work Session agenda.

Motion made by Councilman Gillman, Seconded by Councilwoman Johnson. The motion was approved with the following voting results, by roll call vote: Voting Yea: Mayor Taylor, Vice-Mayor Pattison, Councilman Gillman, Councilwoman Johnson.

B. DISCUSSION REGARDING FISCAL YEAR 2023-24 BUDGET

Mayor Taylor advised that the next agenda item is the discussion regarding the Fiscal Year 2023-24 budget. She noted that Town Manager Freeman will provide the Council with information about this topic. Town Manager Freeman stated that two Work Sessions have been scheduled before the three readings of the budget, so that the Town Council can review and understand the budget process. He commented that budget preparation began in January. Town Manager Freeman then thanked

Town staff for their help during the start of the budget preparation process. He stated that the focus of this meeting is an overview of how the Town derives its revenues, and to provide a basic understanding of how the funds are used in the service of the community. Town Manager Freeman then discussed the concept of conflict in budgeting, being competitive in the labor market, revenues and expenditures, etc. He stated that the next budget Work Session will be on Monday, April 24, 2023, at 3:30 p.m., and advised that he would review the information he had just discussed with the Council, review the water sewer fund, discuss anticipated one-time expenditures, etc. at the next Work Session. Mayor Taylor inquired if the water and sewer expenditure includes the New River Regional Water Authority (NRRWA). Town Manager Freeman stated that it does include the NRRWA, and that the Town's current contribution is based on their operating expenditures. A brief discussion was held regarding the contributions to the NRRWA. Mayor Taylor inquired about bonds and how they were included in the budget. Town Manager Freeman stated that it is according to the kind of bonds. He noted that any long-term financing goes into the budget as debt retirement in the General Fund, which may include multiple outstanding debts. Discussion continued regarding the Town's current and future bonds and debt retirement. Councilwoman Johnson advised that she encountered a citizen who mentioned donating most of his life insurance to the Town. She noted that she advised the citizen that she would speak with Town Attorney Clayton regarding the legalities of this matter. Mayor Taylor inquired about the money that was requested by Town departments, and how much money would be given to them. A brief discussion was held on this matter. Town Manager Freeman stated that Staff would like to ask the Council to vote on an Operating Budget and a Capital/One-Time Expenditure Budget. He noted that this would offer a strategic plan for the use of the reserves for specific items. Discussion continued regarding the Town's use of the reserve and uses in the future.

Town Manager Freeman stated that the Virginia Department of Transportation (VDOT) has given the Town extra funding through the maintenance funds, therefore it has been recommended that those funds be used for the construction of salt storage bins. He advised that VDOT sent out a mandate stating that they will no longer be selling salt to localities. Mayor Taylor inquired if there was a motion to authorize the Town Manager to execute a contract for the construction of a salt storage facility. Motion made by Councilman Gillman, Seconded by Councilwoman Johnson. Mayor Taylor inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting results, by roll call vote: Voting Yea: Mayor Taylor, Vice-Mayor Pattison, Councilman Gillman, Councilwoman Johnson.

Town Attorney Clayton stated that she would like to give an update on Barrett Mill Road. She advised that Town Manager Freeman has spoken with Wythe County Administrator Stephen Bear and the Virginia State Police (VSP). Town Attorney Clayton stated that the VSP is hoping that the Town and County will contribute some of the gravel that is needed to fix the area on Barrett Mill Road that leads to the emergency services towers. Town Manager Freeman stated that, last year, Staff was made aware that it is difficult to travel the road leading to the towers. He advised that the VSP reached out to VDOT, and the Salem District has agreed to provide the

labor and equipment to repair the road. Town Manager Freeman stated that VDOT is only requesting the resources needed to repair the road. He commented that both the Town and County are interested in participating in the repair, however, the cost of the repair and the resources has not been determined yet.

There being no further business, the Work Session was adjourned. (4:41 p.m.)

T. Brian Freeman, Town Manager

Sharon G. Corvin, CMC, Town Clerk