



MINUTES

WYTHEVILLE TOWN COUNCIL MEETING

MONDAY, AUGUST 12, 2024 AT 5:00 PM

MUNICIPAL BUILDING - 150 EAST MONROE STREET
WYTHEVILLE, VA 24382

1. **RE: ATTENDANCE**

MEMBERS PRESENT:

Mayor Beth Taylor, Vice-Mayor Cathy Pattison, Councilwoman Holly Atkins, Councilwoman Candice Johnson

MEMBERS ABSENT:

Councilman Gary Gillman

OTHERS PRESENT:

Town Manager Brian Freeman, Assistant Town Manager Elaine HOLETON, Town Clerk Sherry Corvin, Interim Town Attorney Paul Cassell, Director of Information Technology Ron Jude, Police Chief Joel Hash, Human Resources Assistant Rebecca Counts, Patrol Officer Kyle Counts, Wytheville-Wythe-Bland Chamber of Commerce Executive Director Alison Pollard, Downtown Wytheville, Incorporated Assistant Charlie Jones, Kearston French, Curtis French, Rashaun French, Deneigh French, Noomi Harper, Mazi Harper, Lily French, Louise Crockett, Maxine Cary, Kerry Eans, Donna Winans, Glenda Crockett-Eans, Chris Fox, Patricia Austin, Mike Forrest, Catherine Thomas, Rick Krietemeyer, Debra Cline, Lora Atwell, Ken Johnson, Timothy Whalen, Jim Cohen

2. **RE: CALL TO ORDER**

Mayor Taylor called the meeting to order.

3. **RE: ESTABLISHMENT OF QUORUM**

Mayor Taylor advised that a quorum of Council members was present.

4. **RE: PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Councilwoman Atkins.

5. **RE: APPROVAL OF AGENDA**

Mayor Taylor advised that the next agenda item is the Approval of Agenda. She inquired if there was a motion to approve the agenda as presented.

Motion made by Councilwoman Johnson, Seconded by Councilwoman Atkins. 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: Vice-Mayor Pattison, Mayor Taylor, Councilwoman Atkins, Councilwoman Johnson.

6. **RE: 6:00 P.M. SCHEDULED RECESS**

Mayor Taylor advised that for informational purposes only, the agenda includes a 6:00 p.m. scheduled recess, if necessary.

7. **RE: CONSENT AGENDA**

A. RE: MINUTES OF THE SPECIAL MEETING OF JULY 15, 2024, AND THE REGULAR MEETING OF JULY 22, 2024

Mayor Taylor presented the consent agenda consisting of the minutes of the special meeting of July 15, 2024, and the regular meeting of July 22, 2024. She stated that the minutes would be considered for adoption separately since there have been two Council members absent from each one of the last two meetings. She inquired if there was a motion to approve the minutes of the special meeting of July 15, 2024.

Motion made by Vice-Mayor Pattison, 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 in favor and there being no opposition: Voting Yea: Mayor Taylor, Vice-Mayor Pattison, Councilwoman Atkins, Councilwoman Johnson.

Mayor Taylor inquired if there was a motion to approve the minutes of the regular meeting of July 22, 2024.

Motion made by Councilwoman Johnson, Seconded by Councilwoman Atkins. Mayor Taylor inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting results: Voting Yea: Mayor Taylor, Councilwoman Atkins, Councilwoman Johnson. Voting Abstaining: Vice-Mayor Pattison due to her absence from the meeting.

8. PRESENTATIONS BY TOWN COUNCIL

A. RE: RESOLUTION - JOHN M. JOHNSON

Mayor Taylor advised that the next agenda item is to consider adopting a resolution honoring the life of Mr. John M. Johnson and presenting the resolution to the Johnson family. She inquired if there was a motion to adopt the resolution honoring Mr. John M. Johnson.

Motion made by Councilwoman Johnson, Seconded by Councilwoman Atkins. Mayor Taylor 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: Voting Yea: Mayor Taylor, Vice-Mayor Pattison, Councilwoman Atkins, Councilwoman Johnson. Councilwoman Johnson read the resolution and presented it to the Johnson family. A copy of the resolution is attached and made part of the minutes.

9. RE: PUBLIC HEARINGS, REQUESTS, RESOLUTIONS, COUNCIL DECISIONS

A. RE: ORDINANCE NO. 1439

Mayor Taylor advised that the next agenda item is a public hearing to consider an amendment to the Code of the Town of Wytheville, Virginia, Part I. Charter, Section 2. Council Generally, regarding the handling of vacancies for the governing body. Town Manager Freeman presented a handout to the Council reflecting the current Town Code regarding the filling of vacancies on the Council. He reviewed the required changes by the State that went into effect on July 1, 2024. Town Manager Freeman thanked Town Clerk Corvin for preparing the updates to the ordinance. Mayor Taylor inquired if there were any questions for Mr. Freeman. There being none, she proceeded with the agenda.

RE: PUBLIC HEARING - ORDINANCE NO. 1439

Mayor Taylor advised that the meeting constituted a public hearing (due notice having been given) to consider an amendment to the Code of the Town of Wytheville, Virginia, Part I. Charter, Section 2. Council Generally, regarding the handling of vacancies for the governing body. Mayor Taylor inquired if anyone wished to address the Council during the public hearing. There being no one wishing to address the Council during the public hearing, Mayor Taylor declared the public hearing closed and proceeded with the agenda.

RE: ORDINANCE NO. 1439

Mayor Taylor advised that the next agenda item is to consider adopting Ordinance No. 1439, an ordinance amending and reenacting Part I. Charter, Section 2. Council Generally, of the Code of the Town of Wytheville, Virginia, on first and final reading. Mayor Taylor inquired if there was a motion to adopt Ordinance No. 1439, an ordinance amending and reenacting Part I. Charter, Section 2. Council Generally, of the Code of the Town of Wytheville, Virginia, on first and final reading.

Motion made by Vice-Mayor Pattison, 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: Councilwoman Johnson, Councilwoman Atkins, Mayor Taylor, Vice-Mayor Pattison.

B. RE: VIRGINIA TOBACCO REGION REVITALIZATION COMMISSION ENERGY INGENUITY FUND APPLICATIONS

Mayor Taylor advised that the next agenda item is to consider authorizing Town staff to apply for Virginia Tobacco Region Revitalization Commission Energy Ingenuity Funding. Assistant Town Manager Holeton presented information to the Council regarding Town staff's request for authorization to apply for funding through the Virginia Tobacco Region Revitalization Commission Energy Ingenuity Fund. She explained that applications are due August 15, 2024, and that the August applications will be awarded in November 2024. Assistant Town Manager Holeton reviewed the timeframe of the project, if the Town was to be awarded the grant. She explained Town staff's requests for the authorization to apply for the funding for the energy grants being due to the high energy demand in the United States expected to continue, which is being driven by data centers, etc., as well as utility rate increases, which are expecting to continue. Assistant Town Manager Holeton reviewed the Town's energy costs with the Council from the Town's operations at its facilities, pump stations, buildings, etc. She also explained the four proposed grants with the Town Council which included an energy plan grant, a partner grant with Downtown Wytheville, Inc. to be an electric vehicle charging space, a grant for the Wastewater Treatment Plant to replace the blower and a grant for the Wastewater Treatment Plant for solar PV Generation. Assistant Town Manager Holeton stated that, at this meeting, she is requesting the Town Council's approval to apply for the four grants, and she noted that the Council would not need to make a decision regarding an appropriation of funds because that would be considered later in year if the Town is awarded the grant funds. She inquired if the Council had any questions for her at this time. Mayor Taylor thanked Assistant Town Manager Holeton for her report. Mayor Taylor inquired if there was a motion to authorize Town staff to apply for four grants from the Virginia Tobacco Region Revitalization Commission Energy Ingenuity Fund.

Motion made by Councilwoman Atkins, Seconded by Vice-Mayor Pattison. 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: Vice-Mayor Pattison, Mayor Taylor, Councilwoman Atkins, Councilwoman Johnson.

C. RE: BUDGET APPROPRIATION AND ESTABLISHMENT OF A REVENUE LINE ITEM FOR CLARIFIER #4 AT THE WASTEWATER TREATMENT PLANT - SCHEDULE PUBLIC HEARING

Mayor Taylor advised that the next agenda item is to schedule a public hearing for the September 9, 2024, Town Council meeting to consider approving a budget appropriation in the amount of \$64,500 to replace the arm on Clarifier #4 at the Wastewater Treatment Plant and to add a \$50,000 revenue line item for a Southeast Rural Community Assistance Project (SERCAP) Grant for the same Clarifier. Assistant Town Manager Holeton reviewed this matter with the Town Council. She noted that the Town Council is only required to schedule a public hearing at this meeting to proceed with the budget appropriation from the grant funds that were received from SERCAP. Mayor Taylor inquired if there was a motion to schedule a public hearing for the September 9, 2024, Town Council meeting to consider approving a budget appropriation in the amount of \$64,500 to replace the arm on Clarifier #4 at the Wastewater Treatment Plant and to add a \$50,000 revenue line item for a Southeast Rural Community Assistance Project (SERCAP) Grant for the same Clarifier.

Motion made by Vice-Mayor Pattison, 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 in favor and there being no opposition: Voting Yea: Mayor Taylor, Vice-Mayor Pattison, Councilwoman Atkins, Councilwoman Johnson.

D. RE: BUDGET APPROPRIATION FOR EMPLOYEE APPRECIATION DINNER REQUEST

Mayor Taylor advised that the next agenda item is to consider a budget appropriation for an Employee Appreciation Dinner. Assistant Town Manager Holeton discussed information regarding the way the Town distributed Employee Service Awards before COVID, as well as how Town staff would recommend moving forward with Employee Service Awards, etc. She stated that Town staff is proposing to host an Employee Appreciation Dinner on Thursday, November 21, 2024, at the Wytheville Meeting Center from 5:30 p.m. to 7:00 p.m., with dinner to be served at 6:00 p.m. Assistant Town Manager Holeton continued to explain the intentions of the event. She stated that if so desired, the Council would need to authorize a budget appropriation of \$12,000 for an Employee Appreciation Dinner to proceed with this event or the Council can wait until a later meeting. Councilwoman Johnson inquired if this item had been discussed before the Budget and Finance Committee. Assistant Town Manager Holeton stated that it had not. Councilwoman Atkins inquired if there was a certain dollar amount that the Council is required to approve regarding budget appropriations. Town Manager Freeman advised that the Council is required to approve budget appropriations when the request is more than one percent of the total dollar amount of the fund. He stated, therefore, technically speaking, this request is not one percent of this fund, but because it is an item that the Council did not discuss when adopting the budget, it was advisable that the Council hear more about this event before Town staff made the decision to proceed. Discussion ensued regarding the details of the proposed event. Mayor Taylor inquired if this event would replace the departmental luncheons. Town Manager Freeman advised that, in his opinion, it should. Assistant Town Manager Holeton stated that she felt that was a good suggestion because there is value in bringing all the departments together and that the Council interacting with all the employees was a good idea, as well. She advised that Town staff's recommendation would be to dispense with the annual employee meal in the various Town departments. Mayor Taylor inquired if anyone knew the amount appropriated for those meals at this time. Town Clerk Corvin stated that the amount appropriated per employee is \$12.00. Town Manager Freeman stated that is correct. Mayor Taylor inquired if there was a motion to approve a budget appropriation in the amount of \$12,000 for an Employee Appreciation Dinner, and to approve dispensing with the annual employee meal in the various Town departments.

Motion made by Councilwoman Atkins, 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: Councilwoman Johnson, Councilwoman Atkins, Mayor Taylor, Vice-Mayor Pattison.

E. RE: ANNUAL FIRE PREVENTION PARADE REQUEST

Mayor Taylor advised that the next agenda item is to consider the request of Fire Chief Chris Slemper for traffic control on Saturday, October 12, 2024, for the Annual Fire Prevention Parade. Mayor Taylor inquired if there were any questions for Assistant Town Manager Holeton regarding this request. Discussion ensued regarding the type of barriers that would be used for this event. Mayor Taylor inquired if there was a motion to approve the request of Fire Chief Chris Slemper for traffic control on Saturday, October 12, 2024, for the Annual Fire Prevention Parade.

Motion made by Councilwoman Johnson, Seconded by Vice-Mayor Pattison. Mayor Taylor 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: Voting Yea: Mayor Taylor, Vice-Mayor Pattison, Councilwoman Atkins, Councilwoman Johnson.

F. RE: WYTHEVILLE REDEVELOPMENT AND HOUSING AUTHORITY APPOINTMENT

Mayor Taylor advised that the next agenda item is to consider scheduling a work session for August 26, 2024, at 4:30 p.m., to hold a Meet and Greet Session or making an appointment to the Wytheville Redevelopment and Housing Authority to fill the expiring term of Ms. Sharon Alexander. She noted that there was one application in the Council package for review. Discussion ensued regarding the Council scheduling a work session or making an appointment at this meeting. Mayor Taylor inquired if there was a motion to appoint Mr. Christopher Fox to the Wytheville

Redevelopment and Housing Authority to fill the expiring term of Ms. Sharon Alexander (term expires September 8, 2028).

Motion made by Councilwoman Johnson, Seconded by Vice-Mayor Pattison. Mayor Taylor 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: Voting Yea: Mayor Taylor, Vice-Mayor Pattison, Councilwoman Atkins, Councilwoman Johnson.

G. RE: NEW RIVER REGIONAL WATER AUTHORITY REAPPOINTMENTS

Mayor Taylor advised that the next agenda item is to consider the following reappointments to the New River Regional Water Authority: (1) Town Manager Brian Freeman (four-year term, expiring June 30, 2028); (2) Vice-Mayor Cathy Pattison (two-year term, expiring June 30, 2026). Town Manager Freeman reviewed this matter with the Town Council. Mayor Taylor inquired if there were any questions for Town Manager Freeman. There being none, she inquired if there was a motion to make the following reappointments to the New River Regional Water Authority: (1) Town Manager Brian Freeman (four-year term, expiring June 30, 2028); (2) Vice-Mayor Cathy Pattison (two-year term, expiring June 30, 2026).

Motion made by Councilwoman Johnson, Seconded by Councilwoman Atkins. 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: Vice-Mayor Pattison, Mayor Taylor, Councilwoman Atkins, Councilwoman Johnson.

10. RE: PRESENTATIONS TO TOWN COUNCIL

A. RE: COMMUNITY CATS RESCUE NETWORK (CCRN) PRESENTATION AND ANIMAL WELFARE DISCUSSION

Mayor Taylor advised that the next agenda item is a presentation by the representatives of the Community Cats Rescue Network (CCRN) regarding their Trap, Neuter, Release (TNR) efforts in the Town of Wytheville, and a discussion regarding animal welfare. Representatives of the Community Cats Rescue Network (CCRN), Ms. Donna Winans, Ms. Debra Cline and Ms. Lora Atwell were recognized. Ms. Winans stated that she presented a packet to the Town Council which she will briefly review at this time. She explained that CCRN is a non-profit 501(c)(3) organization that is dedicated to promoting the humane treatment and control of feral and stray cats in Wythe and Bland Counties and the surrounding areas. Ms. Winans continued to review how CCRN works and what the organization does for the community, how many feral and stray cats there are living, whether TNR works, what works and what does not work, how many cats in the Town of Wytheville CCRN have been spayed/neutered, how many cats the Wytheville Cat Shelter takes in, what CCRN needs from the Town Council, etc. Discussions were held regarding the locations of the CCRN clinics, the definition of a caregiver, spaying and neutering colonies of cats, who covers the cost of spaying and neutering at the Town's Cat Shelter, operation hours of the Wytheville Cat Shelter, the Town's Cat Shelter networking CCRN with other groups, the Town's Animal Control Officers' willingness to always help CCRN with TNR situations, the need for volunteers at the Wytheville Cat Shelter, etc. Mayor Taylor thanked the representatives of CCRN for the presentation.

Mayor Taylor advised that at this time, the Council would proceed with a discussion regarding animal welfare. Councilwoman Atkins stated that she would like to speak at this time. Mayor Taylor inquired if she would like to speak now instead of during Citizens' Period. Councilwoman Atkins stated that is correct.

Ms. Holly Atkins was recognized and stated that she resides on Fairview Road in Wytheville. She commented that she would like to address the Town Council as a Town citizen regarding animal welfare. Ms. Atkins explained that she addressed the Council regarding animal rights welfare in December 2019. She commented that animal rights welfare has increased, but there are still some flaws. Ms. Atkins remarked that she has discussed this matter several times with Council members, as well as Town Administration. She continued to address her concerns regarding the Wytheville Cat Shelter and the animal welfare in town. Ms. Atkins advised that she is

requesting the Town Council, not Town Administration, to make animal welfare a priority for the Town. She addressed her concerns regarding volunteers being banned from the Cat Shelter, the lack of volunteers at the Cat Shelter, equipment needed at the shelter, requests that she has made that have been neglected, etc. Ms. Atkins stated that the Town Council needs to do better for the animals who have no voice.

Town Manager Freeman stated that from 2021 to 2024, the Town's budget for Animal Control has increased from \$72,468 to \$120,884. He advised that this is an 81 percent increase since 2021. He explained that, in the history of the Town of Wytheville, there has never been more than one Animal Control Officer (ACO), and since he became Town Manager, there are now five certified ACO's, and there will be six very soon. Town Manager Freeman advised that this is a 600 percent increase. Discussion ensued regarding the euthanization of cats going from a high percentage to almost zero due to organizations such as CCRN, more trained ACO's within the Wytheville Police Department, the future of a larger Cat Shelter, etc.

Councilwoman Johnson suggested that she thinks it would be helpful for representatives of the Town Council and the Wythe County Board of Supervisors to discuss if a combined animal shelter would be something that they would be interested in pursuing. Discussion was held regarding the County not accepting cats at their shelter. Councilwoman Johnson stated that she was referring to a combined shelter, and that she did not know how it could be worked out with the Town and County according to the law. Discussion continued regarding a combined shelter with the County.

Mayor Taylor stated that this has been a good discussion and presentation. She noted that she appreciated the presentation from CCRN, and that she appreciated Ms. Atkins sharing her concerns with the Council. Mayor Taylor commented that as Town Manager Freeman explained, there have been some large accomplishments made within the Town regarding Animal Control, and the Council would like to continue down that path. Councilwoman Atkins inquired of Mayor Taylor as to how the Town plans to continue down that path. Town Manager Freeman advised that if it is the will of the Town Council for him to contact Wythe County Administration to schedule a meeting to discuss a combined animal facility, then he will do so. It was the consensus of the Town Council for Town Manager Freeman to contact Wythe County to schedule a meeting to discuss a combined animal facility.

11. RE: CITIZENS' PERIOD

Mayor Taylor advised that the next agenda item is Citizens' Period. She stated that there was no one else listed on the sign-in sheet who wished to address the Council during Citizens' Period, therefore, she would proceed with the agenda.

12. RE: PRESENTATIONS BY TOWN COUNCIL - TIMOTHY WHALEN PROCLAMATION

Mayor Taylor advised that the next agenda item is a presentation of a proclamation and a rocking chair to Mr. Timothy Whalen for his retirement from the Town of Wytheville. Mayor Taylor read the proclamation and presented it to Mr. Whalen. The Town Council thanked Mr. Whalen for his years of service to the Town. A copy of the proclamation is attached and made part of the minutes.

13. RE: NEW BUSINESS

Mayor Taylor advised that the next agenda item is New Business. Town Manager Freeman stated that earlier in the day, he went to the Lithia Road bridge with the Wytheville Police Department and the Wytheville Fire and Rescue Department to pay tribute to Smyth County Sheriff's Deputy, Hunter Reedy, who was killed in the line of duty, and he noted that it was a humbling experience. He commented that it puts a lot into perspective. Town Manager Freeman remarked that he wanted everyone to think about the Town's Police and Fire and Rescue personnel, each, and every day, and thank them for their service.

14. RE: REPORTS

A. RE: UPCOMING MEETINGS

Mayor Taylor advised that the next agenda item was upcoming meetings. Town Clerk Sherry Corvin presented the upcoming meetings, as follows:

1. The New River Regional Water Authority will meet on Thursday, August 15, 2024, at 10:00 a.m., at the Water Plant in Austinville.
2. The Downtown Wytheville, Incorporated (DTW) Board will meet on Monday, August 19, 2024, at 5:30 p.m., at the DTW Office.
3. The Wytheville Redevelopment and Housing Authority will meet on Wednesday, August 21, 2024, at 12:00 p.m., at the Housing Authority Office.
4. The Joint Industrial Development Authority of Wythe County will meet on Thursday, August 22, 2024, at 3:00 p.m., in the Council Chambers.
5. The next regular scheduled meeting of the Wytheville Town Council will be held on Monday, August 26, 2024, at 5:00 p.m., in the Council Chambers.

15. RE: OTHER BUSINESS

A. RE: REVIEW OF VACANCIES/UPCOMING VACANCIES ON TOWN COMMITTEES, COMMISSIONS, BOARDS, AUTHORITIES

Mayor Taylor advised that the next agenda item is the review of vacancies/upcoming vacancies on Town Committees, Commissions, Boards and Authorities. Town Clerk Corvin stated that the listing, which was a part of the Council package, has all of the upcoming vacancies. She noted that the highlighted names need to be replaced immediately, and the others will need to be reappointed or replaced later in the year. Town Clerk Corvin continued to review the vacancies/upcoming vacancies with the Council. Mayor Taylor thanked Town Clerk Corvin, and she proceeded with the agenda.

B. RE: COUNCIL MEMBER TIME

Mayor Taylor advised that the next agenda item is Council Member Time. She inquired if Vice-Mayor Pattison had anything to discuss during Council Member Time. Vice-Mayor Pattison stated that she did not have anything to discuss at this time.

Mayor Taylor inquired if Councilwoman Atkins had anything to discuss during Council Member Time. Councilwoman Atkins stated that she had received a complaint regarding the walking track at the Wytheville Community Center. She noted that the complaint was that the walking track was too hot for small children and elderly adults. She commented that she was not sure if there was an air conditioning issue, and she inquired if someone could check about this matter. Town staff agreed to check on this matter.

Councilwoman Atkins inquired if there was an update regarding the bike rack request in the downtown area of Main Street. Town Manager Freeman stated that he did not have an update for Councilwoman Atkins at this meeting, however, Planning Director Woods is researching the bike racks, and that he will have the cost of the bike racks to present to the Council at a future meeting.

Mayor Taylor inquired if Councilwoman Johnson had anything to discuss during Council Member Time. Councilwoman Johnson stated that she would like to make a few clarifications regarding the splash pad conversation. She remarked that the highest figure given to the Council for the construction of a splash pad was \$2.5M, and after checking with other localities, these localities have not paid any amount close to that figure. Councilwoman Johnson commented that if the Council is looking at a splash pad like Hillsville's, which is like a playground, it was close to \$500,000. She commented that if the company that was mentioned is going to charge excessively, then the Town needs to open the project up to people who specialize in splash pads. Councilwoman Johnson remarked that the Town could open it up for bid to be fair about it. Town Manager Freeman commented that the project would be a bid item. Interim Town Attorney Cassell advised that any project that costs over

\$250,000 is required by the State Code to be opened for bid.

Councilwoman Johnson inquired if there was an update regarding rainchecks for citizens who have paid if they must leave the pool following thunder and lightning. Town staff agreed to check on this matter.

Councilwoman Johnson inquired if there was an update regarding the Splash Pad Committee and a meeting time that was convenient for citizens and the Council members who would serve on the Committee. Mayor Taylor stated that Parks and Recreation Director Sharitz was going to send out a poll to see what date and time worked best for everyone's schedule to meet because it was difficult to meet on a date and at a time that fit everyone's schedule. Councilwoman Johnson advised that she did receive the poll from Director Sharitz.

Councilwoman Johnson inquired when she would receive the printed report that she requested for the overall number of people who use the Wytheville Community Center on the 13 holidays that was requested to be taken off. She remarked that she thinks the Council still needs to review the request, but she has not received the information that she requested. Assistant Town Manager Holeton advised that she could provide the Town Council with an update on this request. She explained that since the last Council meeting, Director Sharitz has withdrawn the request to the Council. Assistant Town Manager Holeton commented that if Councilwoman Johnson would still like the report, she could still have the report, but Director Sharitz felt like it was going to be too big of a battle with the Council to continue with requesting the six days off. Councilwoman Johnson inquired of Assistant Town Manager Holeton as to why it would be too big of a battle to continue with the request. Discussion ensued regarding this matter. Mayor Taylor stated that she would like a copy of the report, as well. Assistant Town Manager Holeton advised that Town staff would provide a copy of the report for anyone who would like a copy.

Councilwoman Atkins stated that she had sent an email regarding two concerns that she had, and then the full Council received an email with an update to the answers to her questions/concerns. She inquired if, in the future, this will be done each time a Council member sends a request. She stated that she thinks this is a good idea so that everyone is on the same page. Mayor Taylor commented that she agreed, and she also thinks this is a good idea. Town Manager Freeman stated that Town staff will continue doing this moving forward.

Councilwoman Johnson inquired if there was any type of T-Ball activity, etc. for preschoolers for the Town citizens. She remarked that she is aware that the County has something for this age group, and she would like for the Town to offer the same program if it is not already offered so that Town citizens do not have to travel into the county. Town staff agreed to check on this matter.

Mayor Taylor inquired if there were any other items to discuss during Council Member Time. There being none, she proceeded with the agenda.

16. RE: CLOSED MEETING

A. RE: CLOSED MEETING PURSUANT TO § 2.2-3711 (A.) (1.) DISCUSSION REGARDING PERFORMANCE APPRAISALS AND SALARIES FOR APPOINTED EMPLOYEES, AND DISCUSSION REGARDING A PENDING VACANCY FOR AN APPOINTED POSITION

Mayor Taylor advised that it would now be necessary for the Council to go into a Closed Meeting pursuant to Section 2.2-3711 (A.) (1.) Discussion regarding performance appraisals and salaries for appointed employees, and discussion regarding a pending vacancy for an appointed position. She inquired if there was a motion to go into a Closed Meeting.

Motion made by Councilwoman Atkins, 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 in favor and there being no opposition: Voting Yea: Mayor Taylor, Vice-Mayor Pattison, Councilwoman Atkins, Councilwoman Johnson. (6:50 p.m.)

B. RE: OPEN SESSION/CERTIFICATION OF CLOSED MEETING

Mayor Taylor advised that it would be necessary to certify the Closed Meeting. She noted that it would also be necessary to reconvene into open session. Mayor Taylor inquired if there was a motion to certify the Closed Meeting held pursuant to Section 2.2-3711 (A.) (1.) Discussion regarding performance appraisals and salaries for appointed employees, and a discussion regarding a pending vacancy for an appointed position and that only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the Closed Meeting to which this certification applies, and only such public business matters were identified in the motion convening the Closed Meeting were heard, discussed or considered by the Council.

Motion made by Vice-Mayor Pattison, 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: Councilwoman Johnson, Councilwoman Atkins, Mayor Taylor, Vice-Mayor Pattison. (8:25 p.m.)

C. RE: TOWN CLERK - PERFORMANCE RAISE

A motion was made by Councilwoman Johnson and seconded by Councilwoman Atkins to approve a \$10,000 performance raise for the Town Clerk, effective immediately. 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: Vice-Mayor Pattison, Mayor Taylor, Councilwoman Atkins, Councilwoman Johnson.

D. RE: SPECIAL TOWN COUNCIL MEETING

It was the consensus of the Council to schedule a Special Town Council Meeting for Thursday, August 22, 2024, at 7:30 p.m., in the Council Chambers, to hold a Closed Meeting to interview an applicant for the position of Town Treasurer.

17. RE: ADJOURNMENT

There being no further business to be discussed, a motion was made, seconded, and carried to adjourn the meeting. (8:28 p.m.)

Beth A. Taylor, Mayor

Sharon G. Corvin, CMC, Town Clerk