



MINUTES

WYTHEVILLE TOWN COUNCIL MEETING

MONDAY, JUNE 12, 2023 AT 5:00 PM

MUNICIPAL BUILDING - 150 EAST MONROE STREET
WYTHEVILLE, VA 24382

1. RE: ATTENDANCE

MEMBERS PRESENT:

Mayor Taylor, Vice-Mayor Pattison, Councilwoman Holly Atkins, Councilman Gary Gillman, Councilwoman Candice Johnson

MEMBERS ABSENT:

None

OTHERS PRESENT:

Town Manager Brian Freeman, Assistant Town Manager Elaine Holeyton, Town Clerk Sherry Corvin, Town Treasurer Michael Stephens, Police Chief Joel Hash, Police Officer Kyle Counts, Computer Operations Manager Ron Jude, Assistant Town Engineer Billy Anderson, Downtown Wytheville, Inc. Assistant Charlie Jones, Alfred Rosenbaum, Linda Rosenbaum, Leslie Woodzell, James Cohen, Steve Dinero, Denise Davis, Glenda Crockett-Eans, Kerry Eans

2. RE: CALL TO ORDER

Mayor Taylor called the meeting to order.

3. RE: ESTABLISHMENT OF QUORUM

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

4. RE: PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice-Mayor Cathy Pattison.

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 Councilman Gillman, 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: Mayor Taylor, Vice-Mayor Pattison, Councilwoman Atkins, Councilman Gillman, Councilwoman Johnson.

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

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

7. RE: CONSENT AGENDA

A. Mayor Taylor presented the consent agenda consisting of the minutes of the regular meeting of May 22, 2023. She inquired if there was a motion to approve the minutes as presented.

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

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

A. RE: PUBLIC HEARING - GENERAL OBLIGATION BOND FOR WATER AND SEWER IMPROVEMENTS

Mayor Taylor advised that the next agenda item is to consider the issuance and sale of a General Obligation Bond for improvements to the water and sewer facilities. She stated that Town Manager Freeman would give the Council more information regarding the bond. Town Manager Freeman noted that as a part of the development of the Town's five-year Capital Improvements Plan and the Fiscal Year 2023-24 Budget, Staff has identified several necessary water and sewer projects. He advised that these projects will require long-term financing, and that Staff has engaged with VML/VACo Finance. Town Manager Freeman stated that they have recommended Webster Bank National Association for the issuance of the General Obligation Bond in an amount that will not exceed \$2,470,000.

Mayor Taylor advised that the meeting constituted a public hearing (due notice having been given) to consider the issuance and sale of a General Obligation Bond in an amount not to exceed \$2,470,000, for improvements to the water and sewer facilities. She inquired if there were any citizens present who wished to address the Council during the public hearing. There being none, she declared the public hearing closed.

Mayor Taylor advised that the resolution authorizing the issuance and sale of a General Obligation Bond and the execution and delivery of certain related documents is before the Town Council. She inquired if there was a motion to adopt a resolution authorizing the issuance of a General Obligation Bond and to execute and deliver certain related documents. Motion made by Councilman Gillman, Seconded by Councilwoman Atkins. She 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: Mayor Taylor, Vice-Mayor Pattison, Councilwoman Atkins, Councilman Gillman, Councilwoman Johnson.

B. RE: STREET CLOSURE REQUEST - DTW, INC. JULY 4TH CELEBRATION AND STREET FESTIVAL

Mayor Taylor advised that the next agenda item is to consider a request of Downtown Wytheville, Inc. to close Main Street between Fourth Street and Seventh Street, from 6:00 a.m. to 11:00 p.m., for the Downtown Wytheville July 4th Celebration and Street Festival. She stated that Assistant Town Manager Holeton will give the Council more information regarding this event. Assistant Town Manager Holeton noted that the Safety and Events Committee met and reviewed this request and would recommend that it be approved. She noted that she hopes the Council will consider approving this request. Assistant Town Manager Holeton stated that she would be glad to answer any questions of the Council. Councilwoman Atkins inquired if Staff has looked into possibly changing the guidelines stating that applications have to be made at least 60 days prior to the event. Assistant Town Manager Holeton advised that the Council will be reviewing a new event policy later in the meeting that includes street closures. Mayor Taylor inquired if there was a motion to approve the street closure request of Downtown Wytheville, Inc. to close Main Street between Fourth Street and Seventh Street, from 6:00 a.m. to 11:00 p.m., for the Downtown Wytheville July 4th Celebration and Street Festival.

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

C. RE: TRAFFIC CONTROL ASSISTANCE REQUEST - WYTHEVILLE TREASURER'S OFFICE

Mayor Taylor advised that the next agenda item is to consider the request of the Wytheville Treasurer's Office for the Wytheville Police Department to provide traffic control on Tazewell Street at the Willow Brook Jackson/Umberger Homestead Museum property on Sunday, June 18, 2023, from 5:00 p.m. to 6:00 p.m. and from 9:00 p.m. to 10:00 p.m., for a State Treasurer's Meeting Social Event. She stated that Assistant Town Manager Holeton will give the Council additional information regarding this event request. Assistant Town Manager Holeton advised that traffic control will only be needed for loading and unloading buses for the State Treasurer's

Meeting Social Event. She commented that this event was discussed at the Safety and Events Committee meeting, and it would be their recommendation that it be approved. Councilwoman Atkins inquired if electronic message boards could be set up. Assistant Town Manager Holeton commented that Staff can request that those signs be set up. Mayor Taylor stated that she feels like the message boards should be set up. She inquired if there was a motion to approve the request of the Wytheville Treasurer's Office for the Wytheville Police Department to provide traffic control on Tazewell Street at the Willow Brook Jackson/Umberger Homestead Museum property on Sunday, June 18, 2023, from 5:00 p.m. to 6:00 p.m. and from 9:00 p.m. to 10:00 p.m., with the addition of having Staff place electronic message boards in the area.

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

D. RE: SUBDIVISION VARIANCE REQUEST - ASBURY LANE SUBDIVISION

Mayor Taylor advised that the next item on the agenda is to consider a Subdivision Variance Request for the Asbury Lane Subdivision. She stated that Assistant Town Engineer Anderson will give the Council more information regarding this request. Assistant Town Engineer Anderson noted that the subdivision applicant has requested a variance to three articles of the Subdivision Ordinance. He stated that the first variance is for the paved surface width, and the current ordinance requires a paved surface width of 30 feet, and that the current paved surface width is 18 feet. He advised that the Virginia Department of Transportation (VDOT) has viewed this surface and has given approval to accept the current 18 feet. Assistant Town Engineer Anderson noted that the second variance is for curb and gutter, and that currently there is no curb and gutter along Holston Road that connects with Asbury Lane. He advised that the applicant is requesting a variance to waive the installation of curb and gutter. Assistant Town Engineer Anderson stated that the third variance is for street right of way width. He remarked that the current Subdivision Ordinance requires a minimum width of 50 feet, however, VDOT give approval to accept the proposed right of way width of 40 feet. Mayor Taylor inquired if there was a motion to approve the Subdivision Variance Request for the Asbury Lane Subdivision. A motion was made by Vice-Mayor Pattison and seconded by Councilman Gillman to approve a Subdivision Variance Request for the Asbury Lane Subdivision to include a pavement width of 18 feet, waiver of curb and gutter installation and a right of way width of 40 feet. Mayor Taylor inquired if there was any discussion on the motion. Councilwoman Johnson inquired if there is curb and gutter at the King Hills Subdivision in town. Assistant Town Engineer Anderson stated that there is not. Councilwoman Johnson inquired if the Town would be able to provide curb and gutter for the King Hills Subdivision, to be fair with the Asbury Lane Subdivision. Town Manager Freeman stated that the applicants for the Asbury Lane Subdivision are requesting a variance that waives the installation of curb and gutter. He remarked that the King Hills Subdivision made the same request. A brief discussion ensued regarding curb and gutter in the Asbury Lane and King Hills Subdivisions. There being no further discussion, the motion was approved with the following voting results, by roll call vote: Mayor Taylor, Vice-Mayor Pattison, Councilwoman Atkins, Councilman Gillman, Councilwoman Johnson.

E. RE: DEPARTMENT OF MUSEUMS TAKE A BREAK FROM THE INTERSTATE ROAD MARKET REQUEST

Mayor Taylor advised that the next agenda item is to consider the request from the Department of Museums for the Take a Break from the Interstate Road Market scheduled for July 28-30, 2023. She stated that Town Manager Freeman will give the Council more information regarding this request. Town Manager Freeman noted that a letter from the Department of Museums Director Gerlich and an agenda information page that summarizes the event is included in the Council's meeting packet. He advised that this allows citizens to have a yard sale for three days, instead of the two-day maximum that the Town Code allows. A brief discussion was held regarding the Town Code yard sale guidelines. Mayor Taylor inquired if there was a motion to approve the request of the Department of Museums for the Take a Break from the Interstate Road Market that is scheduled for July 28-30, 2023.

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

F. RE: TRAFFIC CONTROL ASSISTANCE REQUEST - FAST AND FIORINI METRIC CENTURY BIKE RIDE

Mayor Taylor advised that the next item on the agenda is to consider a request from HOPE, Incorporated for the Wytheville Police Department to provide traffic control assistance on various streets in town for The Fast and Fiorini Metric Century Bike Ride event on Saturday, June 17, 2023, from 7:00 a.m. to 2:00 p.m. She stated that Assistant Town Manager Holeton will give the Council more information regarding this request. Assistant Town Manager Holeton advised that HOPE is requesting a rolling street closure for bikers to leave town, and that the Police Department has agreed to assist HOPE with this request. She noted that the Safety and Events Committee has approved for the Police Department to assist with this request. Mayor Taylor inquired if there was a motion to approve the request of HOPE, Incorporated for the Wytheville Police Department to provide traffic control assistance on various streets in town for The Fast and Fiorini Metric Century Bike Ride event on Saturday, June 17, 2023, from 7:00 a.m. to 2:00 p.m.

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

9. RE: CITIZENS' PERIOD

Mayor Taylor advised that the next agenda item is Citizens' Period. She inquired if there was anyone attending the meeting who wished to address the Council during Citizens' Period, and, if so, she would ask that anyone wishing to speak come to the podium and state their name and address for the record.

Mr. Steven Dinero was recognized and stated that he resides at 1473 Slate Spring Branch Road in Wytheville. He noted that he is new to Wytheville, and that he is the new director of the Edith Bolling Wilson Birthplace Museum. Mr. Dinero remarked that he attended the meeting to introduce himself, and to thank everyone for the warm welcome to Wytheville. The Council members thanked Mr. Dinero for his comments. Mayor Taylor then proceeded with the agenda.

10. RE: NEW BUSINESS

Mayor Taylor advised that the next agenda item is New Business. Town Manager Freeman stated that he had no New Business to report at this time.

11. RE: OLD BUSINESS

A. RE: ORDINANCE NO. 1423 - REAL PROPERTY TAX RATE

Mayor Taylor advised that the next item on the agenda is continued discussion regarding Ordinance No. 1423, an ordinance setting forth the Real Property Tax Rate for the Town of Wytheville, Virginia. She stated that Town Manager Freeman will give the Council more information regarding the ordinance. Town Manager Freeman noted that Ordinance No. 1423 was under consideration at the last Town Council meeting, and that the Council voted 3-2 in favor of increasing the Real Property Tax Rate. He advised that in Virginia, a town may only impose a tax after a two-thirds vote of the Council which would require four votes to impose. He then presented more information regarding setting the Real Property Tax Rate. Councilwoman Atkins commented that she had previously mentioned a \$0.02 increase for the Real Property Tax Rate, and after listening to a citizen at the last meeting, she would like to propose a \$0.015 increase. Town Manager Freeman advised that a motion would need to be made to increase the tax rate by \$0.015 per \$100 valuation. A motion was made by Councilwoman Atkins and seconded by Councilman Gillman to approve a Real Property Tax Rate increase of \$0.015 per \$100 valuation, and to approve on first and final reading Ordinance No. 1423 setting the Real Property Tax Rate for the Town of Wytheville as \$.20 per \$100 valuation. Mayor Taylor inquired if there was any discussion on the motion. Councilwoman Johnson commented that she would like to increase the Lodging Tax instead of the Real Property Tax Rate, due to Wythe

County's last property reassessment. Town Manager Freeman stated that this could be done if the Council would like to do so. Discussion continued regarding the Real Property Tax Rate, Lodging Tax and how these rates affect the budget. Mayor Taylor inquired if there was any further discussion regarding the motion. There being none, the motion was approved with following voting results, by roll call vote: Voting Yea: Mayor Taylor, Vice-Mayor Pattison, Councilwoman Atkins, Councilman Gillman. Voting Against: Councilwoman Johnson.

12. RE: REPORTS

A. RE: STAFF REPORT(S)

Town Manager Freeman presented the Staff Report, and a copy is attached and made part of the minutes.

13. RE: OTHER BUSINESS

A. RE: ANNUAL SEPTEMBER 11 COMMEMORATION EVENT

Mayor Taylor advised that the next agenda item is the discussion regarding an Annual September 11 Commemoration Event. She stated that this is an annual breakfast event held by local churches that has taken place on September 11 for the First Responders, which include the Wytheville Police Department, the Wytheville Fire Department, the Wythe County Sheriff's Department and the Virginia State Police. Mayor Taylor continued to discuss why the ladies of the local churches need help with the event. She discussed options for future September 11 events and the Wytheville Town Council helping with the event. Mayor Taylor remarked that the Town recognizes Veterans on Veteran's Day, and she thought it would be nice for the Town Council to help with this event. She commented that with the local churches already making breakfast, and the Town could possibly provide a speaker. Mayor Taylor remarked that she would ask the Council members to think about this, and if there are questions, to feel free to reach out to her. Mayor Taylor proceeded with the agenda.

B. RE: TRAFFIC CONTROL AND STREET CLOSING POLICY

Mayor Taylor advised that the next agenda item is the introduction of the Traffic Control and Street Closing Policy. She stated that Assistant Town Manager Holeton will review the proposed Policy with the Council. Assistant Town Manager Holeton stated that the Council package included a brief Staff Report which outlines how this proposed policy evolved. She continued to review the Staff Report with the Council. Assistant Town Manager Holeton stated that there is not a strict deadline to pass the Traffic Control and Street Closing Policy. She noted that she recommends the Council members review the Policy, and to call or email her if they have any questions about the Policy. Councilwoman Johnson inquired if it is possible for Council members to serve on the Safety and Events Committee. Assistant Town Manager Holeton stated that should be fine if the Council allows. A brief discussion was held regarding Council members being able to serve on the Safety and Events Committee. It was the consensus of the Council to allow Councilwoman Johnson to serve on the Safety and Events Committee. Assistant Town Manager Holeton noted that one of the concerns she heard earlier was about the amount of time from when the application is submitted to when it is reviewed. Discussion was held regarding the concerns of the timeline between the application submission, application review and other concerns of the Council members. Councilwoman Johnson advised that she would like to for a Work Session to be held to discuss the Traffic Control and Street Closing Policy further. Assistant Town Manager Holeton stated that Staff will schedule a Work Session after the Fiscal Year 2023-24 Budget process is completed.

C. RE: COUNCIL MEMBER TIME

Mayor Taylor advised that the next agenda item is Council Member Time. She inquired if Councilman Gillman had anything to discuss during Council Member Time. Councilman Gillman stated that he did not.

Mayor Taylor 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 advised that she had nothing to discuss during Council Member Time.

Mayor Taylor inquired if Councilwoman Atkins had anything she would like to discuss during Council Member Time. Councilwoman Atkins stated that she would like to thank Town staff for the replacement of the Linkous sign on Fourth Street.

Councilwoman Atkins stated that she had spoken with Town Manager Freeman previously about a speeding issue on Fairview Road. Town Manager Freeman advised that he will talk to Police Chief Hash about this issue.

Councilwoman Atkins noted that she would like for Staff to check into putting reflective stickers on Town trucks, emergency vehicles, etc. to, hopefully, prevent accidents. Town Manager Freeman stated he would look into this matter.

Councilwoman Atkins stated that she did not like the fact that the Town's trash truck did not pass inspection and that Staff is still using it. Town Manager Freeman commented that the trash truck Councilwoman Atkins is referring to is not used often. He noted that the Town's usual trash truck is at Western Branch in Roanoke being repaired. Town Manager Freeman advised that Staff is currently using the Town's backup truck. A brief discussion continued regarding the trash truck that Staff is currently using. Mayor Taylor recognized Public Works employee Mr. Alfred Rosenbaum. Mr. Alfred Rosenbaum stated that he has been a Town employee for 36 years, and that the trash truck Councilwoman Atkins is referring to is a 1989 International trash truck. He discussed the condition of the backup trash truck that is currently being used. Councilwoman Johnson noted that she would like to thank Mr. Rosenbaum for discussing the condition of the truck with the Council members. She stated that she did not know what repairs needed to be made to this truck, but she wants to make sure that these issues are resolved quickly for the safety of the employees. A brief discussion continued regarding the use of the trash truck. Town Manager Freeman stated that he will look into this matter.

Mayor Taylor inquired if Councilwoman Johnson had anything to discuss during Council Member Time. Councilwoman Johnson stated that she would like to thank Town Manager Freeman for contacting her regarding her concerns for Monroe Street.

RE: RECESS

It was the consensus of the Council to take a short recess. (6:09 p.m.)

RE: RECONVENE

The Town Council reconvened the meeting. (6:17 p.m.)

14. RE: CLOSED MEETING

- A.** Mayor Taylor stated that it will now be necessary for the Council to go into a Closed Meeting pursuant to section 2.2-3711 (A.)(1.) for discussion regarding the Town Attorney position. She inquired if there was a motion to go into a Closed Meeting. Motion made by Councilwoman Johnson, Seconded by Councilman Gillman. 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, Councilwoman Atkins, Councilman Gillman, Councilwoman Johnson. (6:18 p.m.)
- B.** A motion was made by Councilman Gillman and seconded by Councilwoman Johnson to certify the Closed Meeting held pursuant to section 2.2-3711 (A.)(1.) for discussion regarding the Town Attorney 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 as were identified in the motion convening the Closed Meeting were heard, discussed or considered by the Council.

The motion was approved with the following voting results, by roll call vote: Voting Yea: Mayor Taylor, Vice-Mayor Pattison, Councilwoman Atkins, Councilman Gillman, Councilwoman Johnson. (7:22 p.m.)

15. RE: PUBLIC HEARINGS, REQUESTS, RESOLUTIONS, COUNCIL DECISIONS (CONTINUED)

Mayor Taylor advised that the next item on the agenda is to consider contracts for legal services. Town Manager Freeman stated that following the Closed Meeting that was held, Staff will continue to evaluate potential offers for legal services and report back to the Town Council.

16. RE: ADJOURNMENT

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting. (7:24 p.m.)

Beth A, Taylor, Mayor

Sharon G. Corvin, CMC, Town Clerk

STAFF REPORT

June 12, 2023

- 1. RUN FOR THE WALL 2023:** For the first time since 2019 the Town was able to, once again, officially host the Run for the Wall. A special thanks goes out to the members of Town staff and the members of the community, who came together to either assisted with the planning, logistics and execution, and those who showed up and demonstrated their support. It is always a moving event. It says a lot about this community when the riders are driving up Main Street, the children are waving flags at the drivers and citizens are showing their support.

- 2. VIRGINIA DEPARTMENT OF TRANSPORTATION (VDOT) PUBLIC HEARING:** VDOT has scheduled a public hearing for the Safety Improvements Project that has been proposed at the intersection of West Lee Highway and West Monroe Street. Planning Director Woods previously presented concept drawings that VDOT had put together to realign West Monroe Street. This public hearing will be held at the Wytheville Meeting Center in Room 2 on Tuesday, July 11, 2023, from 4:00 p.m. to 6:00 p.m. and all are welcome to attend.