



MINUTES

WYTHEVILLE TOWN COUNCIL SPECIAL MEETING

MONDAY, JULY 15, 2024 AT 5:00 PM
WYTHEVILLE MEETING CENTER, 333 COMMUNITY BOULEVARD
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 Holeyton, Town Clerk Sherry Corvin, Police Officer Ernie Williams, Peter Stephenson, Michelle Gowdy, Jim Cohen

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

5. RE: PRESENTATIONS TO TOWN COUNCIL

A. RE: VIRGINIA MUNICIPAL LEAGUE AND VIRGINIA RISK SHARING ASSOCIATION TRAINING PRESENTATIONS

Mayor Taylor advised that the next agenda item is training presentations by representatives from the Virginia Municipal League (VML) and the Virginia Risk Sharing Association (VRSA). Mr. Peter Stephenson was recognized, and he stated that he is a Local Government Specialist with VRSA. He gave a summary of his background and experience in local government. The meeting attendees then went around the meeting room and introduced themselves. Mr. Stephenson stated that he would like to review and have a small Strategic Planning discussion with the Council. Town Council members and Staff then expressed some of the topics they would like to discuss during this time with the VML and VRSA representatives. Mr. Stephenson advised that he would like to inquire of Councilwoman Atkins, Councilwoman Johnson and Assistant Town Manager Holeyton regarding what they took away from the Small Towns Conference that was held in Abingdon. Assistant Town Manager Holeyton stated that she thought it was extremely well done and that it was refreshing being with representatives from small towns that share similar budgets and similar concerns such as Wytheville. She then continued to briefly explain the discussions of other topics she participated in at the Small Towns Conference. Councilwoman Atkins noted that she enjoyed being able to sit at tables and interact with members of Council and Staff from similar localities and to discuss the views, projects, etc. that are taking place in other similar localities. Councilwoman Johnson stated that she

thought the conference was very informative and that she enjoyed meeting other people from similar localities and listening to how their day-to-day operations are managed. She noted that she enjoyed being able to learn new things with people from the other localities that were attending the conference. Discussion continued regarding the Small Towns Conference. The Council, Staff and meeting attendees then reviewed and practiced exercises that were presented at the conference regarding how each person portrays the Town of Wytheville in multiple ways and their goals and hopes for the Town in the future.

RE: RECESS

It was the consensus of the Council to take a short recess. (7:10 p.m.)

RE: RECONVENE

The Town Council reconvened the meeting. (7:21 p.m.)

RE: VIRGINIA MUNICIPAL LEAGUE AND VIRGINIA RISK SHARING ASSOCIATION TRAINING PRESENTATIONS - CONTINUED

Ms. Michelle Gowdy with the Virginia Municipal League (VML) was recognized and stated that she would like to review the Freedom of Information Act (FOIA) and the Conflict of Interest Act (COIA) with the Council. She then briefly reviewed COIA and FOIA with the Town Council and gave examples of situations where COIA and FOIA could become an issue and be useful for a locality. Ms. Gowdy stated that the Town Council is required to adopt Rules of Procedure. She discussed the various topics that VML recommends being included in the Rules of Procedure, Code of Ethics, etc., for example, an Inclement Weather Policy, citizen expectations, the addition of agenda items, etc. Discussion was held about the problems that the Town faces regarding the creation of the meeting agendas and adding additional topics to the agenda. Mr. Peter Stephenson advised that he would now like to discuss establishing successful working relationships under the Council-Manager form of government. He then gave some examples of what makes a successful relationship, like working together, good communication, civility, etc. Discussion was held regarding items and matters that are under the Town Council's realm of responsibilities and items and matters that are under the responsibility of the Town Manager. Mayor Taylor inquired if there was any other discussion regarding any of the training that was given, or if there were any questions for the VRSA or VML representative. There being none, she proceeded with the agenda.

6. RE: ADJOURNMENT

There being no further business to be discussed, a motion was made, seconded, and carried to adjourn the meeting. (8:24 p.m.)

Beth A. Taylor, Mayor

Sharon G. Corvin, CMC, Town Clerk