

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, NOVEMBER 27, 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., Assistant Town Manager Stephen A. Moore, Town Clerk Sharon G. Corvin, Town Attorney Christopher R. Menerick, Danny Gordon, Jean Desmarais, Marie B. Bishop, Barbara Johns, Judy Knutson, Joan Ann Ebeling, Mark Bloomfield, Chris White, Harley White, Dana Fisher, Timothy A. Reeves, Ethan Lavallo, Rhonda Secrest, Police Officer Troy Cockram

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 Councilwoman Taylor.

RE: CONSENT AGENDA

Mayor Crewe presented the consent agenda consisting of the minutes of the regular meeting of November 13, 2017; and the request of Downtown Wytheville, Incorporated and the Wytheville Convention and Visitors Bureau to conduct the Christmas in Downtown Wytheville Annual Tree Lighting, Celebration and Parade on Friday, December 1, 2017, from 5:00 p.m. to 8:00 p.m. and on Saturday, December 2, 2017, from 10:00 a.m. to 8:00 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 Vice-Mayor King and seconded by Councilman Hand to approve the consent agenda consisting of the minutes of the regular meeting of November 13, 2017; and the request of Downtown Wytheville, Incorporated and the Wytheville Convention and Visitors Bureau to conduct the Christmas in Downtown Wytheville Annual Tree Lighting, Celebration and Parade on Friday, December 1, 2017, from 5:00 p.m. to 8:00 p.m. and on Saturday, December 2, 2017, from 10:00 a.m. to 8:00 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 advised that the next agenda item is Citizens' Period. He noted that there were several people attending the meeting who had signed up to address the Council during Citizens' Period. Mayor Crewe stated that Mr. Mark Bloomfield was listed first on the sign in sheet to speak.

Mr. Mark Bloomfield was recognized and stated that he lives at 205 Cove Hills Drive in Wytheville. He remarked that he hoped the Council had an opportunity to experience downtown Wytheville on Saturday as he did. Mr. Bloomfield continued to explain to the Council the activities that took place in downtown Wytheville on Saturday including the opening of two new businesses. He commented that he wanted to thank the Town Council for putting hundreds, if not thousands, of dollars into the downtown project. Mr. Bloomfield expressed that the naysayers have less to say now, he thinks. He remarked that everyone is in this together, and everyone will continue to see better results. Mr. Bloomfield stated that the Wytheville Farmers' Market had approximately 40-45 vendors set up on Saturday. He noted that it was packed with customers all day. Mr. Bloomfield thanked the Council for their support. Councilwoman Taylor thanked Mr. Bloomfield for sharing his thoughts with the Council. Mayor Crewe stated that on behalf of the Wytheville Town Council, he would like to say congratulations and thanks for all of the hard work Downtown Wytheville, Incorporated has performed in its efforts.

Mayor Crewe advised that Ms. Dana Fisher had stated that she wished to address the Council in regard to stray cats. Ms. Fisher stated that she only wished to address the Council if there was opposition regarding stray cats. Mayor Crewe noted that he is unaware of any opposition or any item on the agenda regarding stray cats in Wytheville. Town Manager Sutherland explained that he thinks there was a comment made by a citizen that the Town should take a different route in its efforts to collect stray cats. He inquired of Ms. Fisher if that is correct. Ms. Fisher stated that she is not sure. Ms. Fisher explained that the issue is with stray cats on the corner of Tazewell and Ridge Street. She noted that those stray cats are taken care of because they are spayed and neutered, have rabies shots and have tags. Ms. Fisher remarked that, unfortunately, a cat cannot be confined like a dog. She commented that this seems to be an

issue with some of the neighbors. Vice-Mayor King noted that there is an ordinance regarding stray cats. Town Manager Sutherland advised that he talked to Police Chief Rick Arnold early in the day, and Chief Arnold noted that the Town's Animal Control Officer is keenly aware of the questions in the neighborhood and is on top of the situation. Mayor Crewe remarked that Council has not discussed the situation and it is not on the agenda for this meeting, therefore, he is not aware of what Ms. Fisher is talking about. He noted that he is aware of some instances regarding complaints about stray cats in several places in town, but as to any specifics, no action has been taken and no ordinance has been changed. Town Manager Sutherland stated that he is only hearing the information at the last minute, however, he will get the Council a report so they are aware of the specifics of the inquiry.

Ms. Jean Desmarais was recognized and stated that she and the other women are attending the meeting because of a neighbor who was very negative and told them that he would be attending the meeting. Mayor Crewe remarked that he would like to see if what he is hearing is correct. He noted that Ms. Desmarais and the others in the neighborhood expected a neighbor to attend the Council meeting and complain to the Council members regarding cats, however, the neighbor did not end up attending the meeting. Ms. Desmarais stated that is correct. Town Manager Sutherland remarked that he is not aware of who the complaining neighbors are but he does know the questions that have been asked. Mayor Crewe commented that the answer to Ms. Desmarais' and the other citizens' inquiries is that the Council has not heard anything, but, obviously, other Town staff has heard something. He noted that the Council will inquire about this situation, therefore, no action will be taken because it is not an agenda item to discuss at this meeting. Mayor Crewe explained that there is an ordinance against stray cats and he can defer to the Town Attorney, but if a citizen has a cat that is tagged and licensed, the cat is not considered a stray cat. He noted that even if a person cannot get the tag on the cat, if a person buys a license for the cat, it is considered licensed. It was noted that a cat is not required to have a license anymore. Town Manager Sutherland commented that is correct, however, cats are required to have their shots. Mayor Crewe explained that a person has to certify that a cat has had all of their vaccinations. A discussion ensued regarding the ongoing problem of stray cats.

Mayor Crewe inquired if there were any other citizens who wished to address the Town Council during Citizens' Period. There being none, he proceeded with the agenda.

RE: OLD BUSINESS

Under Old Business, Town Manager Sutherland reported the following:

1. The Council Work Session will be held on Tuesday, November 28 2017, at 7:00 a.m., in the Council Conference Room.
2. The Christmas in Downtown Wytheville Annual Tree Lighting, Celebration and Parade will be held on Friday, December 1, 2017, from 5:00 p.m. to 8:00 p.m., and on Saturday, December 2, 2017, from 2:00 p.m. to 8:00 p.m.
3. The Joint Industrial Development Authority of Wythe County will hold its Holiday Open House on Thursday, December 14, 2017, 3:00 p.m. to 6:00 p.m., and Town Council is invited to attend.

RE: BUDGET AND FINANCE COMMITTEE REPORT

Vice-Mayor King, reporting for the Budget and Finance Committee, stated that the Committee asked the Police Department to review the fines that are currently being imposed for different types of parking violations. She noted that the current fines that are imposed have been in place for many years, and it seems that increases are warranted. Vice-Mayor King advised that it is the recommendation of the Public Safety Department that all fines, except those listed below, be increased by the amount of \$5.00. She explained that, also, below is a list of other parking infractions showing the current fee and the proposed fine amount.

	<u>Current</u>	<u>Proposed</u>
Parking on Sidewalk	\$35	\$50
No Town Vehicle License	\$35	\$50
Parking on Wrong Side of Street	\$25	\$35
Parking in a Privately Controlled Lot		
in Violation of Posted Parking Restrictions	\$75	\$85
Parking of Oversized Vehicle in Residential District	\$50	\$60

Vice-Mayor King advised that it would be the recommendation of the Budget and Finance Committee that all parking infractions, with the exception of those noted above, be increased by \$5.00 and that those noted herein be increased to the amount shown above. She stated that the Committee would also recommend that these fines become effective immediately. A motion was made by Vice-Mayor King and seconded by Councilwoman Taylor to approve increasing the fines for parking violations as recommended by the Chief of Police. Mayor Crewe inquired if there was any discussion on the motion to approve increasing the fines for parking violations. 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.

Vice-Mayor King, also, reported that last year, the Town's sign near Exit 70, which provides the directions to the Wytheville Visitors Center, was damaged and it was necessary that the Town have it replaced. She commented that signs along the interstate are constructed and maintained by a vendor of the Virginia Department of Transportation. Vice-Mayor King noted that the Town was billed \$10,133.68 for repair activities last year, and it was paid out of the marketing budget of the Tourism Department. She remarked that this was an unexpected expense to the department. Vice-Mayor King commented that the Town has now received a letter from Interstate Logos, LLC that they had overbilled the cost of the reconstruction, and they sent the Town a check in the amount of \$3,629.26. She stated that Director of Tourism Jude has requested that the Council appropriate these funds back into her budget since this was an unexpected expense during the prior year. Vice-Mayor King advised that it would be the recommendation of the Budget and Finance Committee that Council authorize Town Treasurer Michael Stephens to appropriate \$3,629.26 back into the marketing budget for the Tourism Department. A motion was made by Vice-Mayor King and seconded by Councilwoman Taylor to authorize the Town Treasurer to appropriate \$3,629.26 into the marketing budget for the Tourism Department from the overpayment for an interstate sign repair. Mayor Crewe inquired if there was any discussion on the motion to authorize the Town Treasurer to appropriate the funds from the overpayment for an interstate sign repair into the marketing budget for the Tourism Department. 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 as one component of the Healthy Eating/Active Living Initiative, the Planning Commission has commenced a study on making the community more walkable. He noted, as such, they have begun a study of the existing sidewalk system throughout the town, as well as identify other areas that would provide pedestrian connectivity. Councilman Hundley explained that the construction of the various areas of sidewalk has been prioritized, but no funds have been appropriated in the current year's budget. He explained that Community Boulevard is currently under construction, and it will provide a new section of sidewalk extending from the Community Center to Lithia Road. Councilman Hundley stated that at the same time, a sidewalk is being constructed on East Main Street from Malin Drive to Cassell Road. He noted that the Town's first priority would be to provide a section of sidewalk along Lithia Road that would connect these two sections of sidewalks that are currently under construction. He commented that the Public Works Committee has attached, for the Council's review, a map illustrating existing sidewalks, sidewalks that are under construction and sidewalks that are proposed to promote this connectivity. Councilman Hundley remarked that the Committee has also attached a copy of a report that outlines the estimated cost of these various sections of sidewalk. He advised that there are no actions required by the Council at this time, but the Public Works Committee did want everyone to be aware that the construction of sidewalks and providing pedestrian connectivity is a topic that is under review.

Councilman Hundley, also, reported that many years ago, the Town developed a Restaurant Sign Program where participating restaurants could have signage at various locations throughout town directing the public to their establishment. He noted that many of these signs are in a bad state of repair, and the Town has not accepted any new additions in many years. Councilman Hundley stated that because of problems associated with the program, the Town stopped collecting fees for sign maintenance on these more than a year ago. He noted that since many of these signs are in a bad state of repair, the Public Works Committee reasonably thinks that they should be removed. He commented that the Committee would like to remind everyone, also, that the Town is about to commence on a significant Wayfinding Program, where all of its signs will be new and attractive. Councilman Hundley explained that in all likelihood, many of these old restaurant logo signs would be a detriment to the community aesthetics. He remarked that the Public Works Committee believes that it is worthwhile to

review the elimination of the Restaurant Sign Program. Councilman Hundley stated that if the Council concurs, the Town staff will develop a list of all the current participants and provide them with written notice that it is the Town's intent to discontinue this program. He noted that after giving notice to the businesses, the Committee, also, thinks that it may be worthwhile that the Public Works Department start removing the signs during the winter months and returning them to the businesses. Mayor Crewe inquired of the Council if anyone had an issue with discontinuing the Restaurant Sign Program. There being none, it was the consensus of the Council to discontinue the Restaurant Sign Program, notify all the participants that the Town is discontinuing this program and request the Public Works Department to remove the signs. A copy of the Public Works Committee report is attached and made part of these minutes.

RE: APPOINTMENTS – WYTHEVILLE RECREATION COMMISSION

Mayor Crewe advised the next agenda item is to consider an appointment or reappointment to the Wytheville Recreation Commission to fill the expiring terms of Mr. Michael Mitchell and Mr. Kenny Sayers (terms expire December 31, 2017). A motion was made by Vice-Mayor King and seconded by Councilman Hundley to reappoint Mr. Michael Mitchell and Mr. Kenny Sayers to the Wytheville Recreation Commission for three year terms, which expire December 31, 2020. Mayor Crewe inquired if there was any discussion on the motion to reappoint Mr. Mitchell and Mr. Sayers as members 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: APPOINTMENTS – WYTHEVILLE INDUSTRIAL DEVELOPMENT AUTHORITY

Mayor Crewe advised the next agenda item is to consider appointments or reappointments to the Wytheville Industrial Development Authority to fill the expiring terms of Ms. Lisa Lester and Mr. James Willis (terms expire December 12, 2017). Mayor Crewe noted that Ms. Lester is not eligible for reappointment, however, Mr. Willis is eligible. A motion was made by Vice-Mayor King and seconded by Councilwoman Taylor to appoint Mr. Gerald Langendorfer to fill the expired term of Ms. Lisa Lester and reappoint Mr. James Willis to the Wytheville Industrial Development Authority for four year terms, which expire December 12, 2021. Mayor Crewe inquired if there was any discussion on the motion to appoint Mr. Langendorfer and reappoint Mr. Willis as members to the Wytheville Industrial Development Authority. 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. 1331

Mayor Crewe presented Ordinance No. 1331, an ordinance amending and reenacting Chapter 9, Offenses-Miscellaneous, Article I. In General, by adding Division 3. Picketing and Demonstrations, of the Code of the Town of Wytheville, Virginia, on second reading. A motion was made by Vice-Mayor King and seconded by Councilman Hundley to approve Ordinance No. 1331, an ordinance amending and reenacting Chapter 9, Offenses-Miscellaneous, Article I. In General, by adding Division 3. Picketing and Demonstrations, of the Code of the Town of Wytheville, Virginia, on second, but not final, reading. Mayor Crewe inquired if there was any discussion on the motion to approve the ordinance on second, but not final, reading. 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

ABSTENTIONS: None

Ordinance No. 1331 was approved on second, but not final, reading.

RE: RESOLUTIONS – NORTH FOURTH STREET SIDEWALK IMPROVEMENT PROJECT; EAST MAIN STREET PROJECT; HERITAGE WALK PROJECT; AND, CRYSTAL SPRINGS RECREATION AREA

Mayor Crewe advised the next agenda item is to consider resolutions regarding the North Fourth Street Sidewalk Improvement Project; the East Main Street Project, the Heritage Walk Project; and, the Crystal Springs Recreation Area. A motion was made by Vice-Mayor King and

seconded by Councilwoman Taylor to adopt resolutions regarding the North Fourth Street Sidewalk Improvement Project the East Main Street Project, the Heritage Walk Project; and, the Crystal Springs Recreation Area. Mayor Crewe inquired if there was any discussion on the motion to adopt the resolutions. 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: PLANNING COMMISSION RECOMMENDATION – TUSKEENA WYTHEVILLE CENTER SUBDIVISION REQUEST

Mayor Crewe advised the next agenda item is the recommendation from the Planning Commission regarding the request of Tuskeena Wytheville Center for the subdivision of property known as the Lee-Hy Shopping Center property (former Big Lots Shopping Center) located on the north side of East Main Street between Cassell Road and the Mountain View Square Shopping Center, in a B-2 Business District. He advised that the Planning Commission's recommendation is that the subdivision be approved with stipulations. Mayor Crewe continued to read the stipulation to the Council. He inquired if there is a motion to approve the request from Tuskeena Wytheville Center for the subdivision of property known as the Lee-Hy Shopping Center. A motion was made by Councilwoman Taylor and seconded by Councilman Hand to approve the request from Tuskeena Wytheville Center for the subdivision of property known as the Lee-Hy Shopping Center (former Big Lots Shopping Center) located on the north side of East Main Street between Cassell Road and the Mountain View Square Shopping Center, in a B-2 Business District with the following stipulations: (1) The existing stormwater management system be put in proper operating condition to include the replacement of paving, curbs, v-ditches, etc. and the correction of vegetation and erosion in the detention pond. All of these need to comply with the Virginia stormwater management regulations as originally designed; (2) An acceptable alternative for the requirement for lot line landscaping be provided (the landscaping islands and landscaping shown should be detailed to show compliance); (3) All of the technical requirements for parking lot landscaping islands be met; (4) The Town be provided with copies of ingress and egress easements that are to be recorded with the plats and that those copies be approved by Town staff prior to recordation; (5) The Town be provided with a stormwater maintenance agreement among the properties that will commit present or future property owners the responsibility for their share of the maintenance, and the agreement reviewed and approved by the Town staff prior to recordation; (6) A "blanket" easement for access to utilities be provided to all property owners in the deeds to protect utility continuity for parcels that have utilities crossing other parcels, and that the easement be reviewed and approved by town staff prior to recordation; (7) Final technical requirements for monuments/markers be incorporated in the plat and be installed in the field; (8) The compliance of the plat with all technical requirements of the Subdivision Ordinance, with the exception of the alternatives provided for the lot line landscaping; (9) New water service with a meter for each building on each parcel be provided where buildings are divided by property lines and the appropriate fire walls must be constructed at the property lines to meet the requirements of the current Uniform Statewide Building Code (USBC) (Virginia version of the IBC) at the time of approval; and, (10) All required improvements noted be completed to the satisfaction of the Town of Wytheville within six (6) months of approval of the subdivision by Town Council. Mayor Crewe inquired if there was any discussion on the motion to approve the request for the subdivision. Mr. Chris White was recognized and stated that he has been involved with this entity for 10 years. He continued to explain his involvement with the center, etc. Mayor Crewe inquired of Mr. White if he had any issues with the stipulations. Mr. White stated that he did not. Mayor Crewe inquired if there were any questions or comments for Mr. White. 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: DISPENSING WITH DECEMBER MEETING

Mayor Crewe advised the next agenda item is to discuss dispensing with the December 25, 2017, Council meeting due to the Christmas holidays. It was the consensus of the Council to dispense with the December 25, 2017, Council meeting due to the Christmas holidays.

RE: ADJOURNMENT

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:27 p.m.).

Trenton G. Crewe, Jr., Mayor

Sharon G. Corvin, CMC, Town Clerk

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