

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL  
HELD IN THE COUNCIL CHAMBERS ON MONDAY, JANUARY 11, 2021, AT 7:00 P.M.**

Members present: Beth A. Taylor, Cathy D. Pattison, Mark J. Bloomfield, Gary L. Gillman

Members absent: Holly E. Atkins

Others present: Town Manager Stephen A. Moore, Assistant Town Manager T. Brian Freeman, Town Clerk Sharon G. Corvin, Officer Tommy Lester

**RE: CALL TO ORDER, QUORUM, PLEDGE**

Mayor Taylor called the meeting to order and established that a quorum of Council members was present. The Pledge of Allegiance was led by Councilman Gillman.

**RE: CONSENT AGENDA**

Mayor Taylor presented the consent agenda consisting of the minutes of the regular meeting of December 14, 2020. She inquired if there was a motion to approve the consent agenda as presented or to somehow be amended. A motion was made by Councilman Bloomfield and seconded by Vice-Mayor Pattison to approve the consent agenda consisting of the minutes of the regular meeting of December 14, 2020, as presented. Mayor Taylor 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: Beth A. Taylor, Cathy D. Pattison, Mark J. Bloomfield, Gary L. Gillman. Against: None.

**RE: CITIZENS' PERIOD**

Mayor Taylor advised that the next agenda item is Citizens' Period. She noted that there are no citizens attending the meeting, therefore, she would proceed with the agenda.

**RE: OLD BUSINESS**

Under Old Business, Town Manager Moore advised that he did not have anything to report to the Council. He noted that he would have some New Business items to address.

**RE: BUDGET AND FINANCE COMMITTEE REPORT**

Councilman Bloomfield reported for the Budget and Finance Committee. The Budget and Finance Committee report was entered into the record as follows: The Town of Wytheville has received, and continues to apply for, significant amounts of State and Federal funding for projects in town. To be eligible for this funding, the Town must provide assurance to the State and Federal government that it will comply with the laws and standards set for the receipt of these funds. One such assurance is that the Town will support the provisions of the Fair Housing Act, which calls upon citizens, banking, housing and related industries and agencies to work together to provide equal housing opportunities for all. Later in the meeting, a resolution will be considered by the Council endorsing the Fair Housing Act, and it would be the recommendation of the Budget and Finance Committee that the resolution be adopted.

The Town received slightly more than \$1.4 million in funding from Wythe County from the CARES (Coronavirus Aid, Relief, and Economic Security) Act. This funding was made available

to the State from the Federal government and was distributed by the State to the County, and then to the Town. The funding was to help prevent, prepare for and respond to the coronavirus for the year 2020. The Town worked to establish eligible expenditures for this funding and to complete the required work within this timeframe. This funding provided for personal protective equipment (PPE) for Town employees, the hardware and software equipment to allow employees to work from home when necessary, Hazard Duty Pay for first responders, improvements to facilities and systems to prevent the spread of the coronavirus, the provision of an additional ambulance for the Fire/EMS department, disinfection systems for affected vehicles and spaces, etc. The original deadline for the expenditure for all these funds was December 30, 2020. On December 20, 2020, Congress enacted legislation that extended the deadline for the spending of these funds. Because Town staff and the Town's contractors worked carefully to complete projects and purchases by the deadline, most of the CARES Act funds have been expended, the work has been completed and invoices have been received. The time extension will provide additional time to address purchases that could not be made or work that could not be completed by the deadline due to supply shortages and other factors. Town staff anticipates that by the end of January, all purchases and work should be complete. We would commend all Town staff who worked tirelessly and diligently to make sure that the maximum coronavirus protection was derived from the funding provided. A copy of the Budget and Finance Committee report is attached and made part of these minutes.

#### **RE: PUBLIC WORKS COMMITTEE REPORT**

Vice-Mayor Pattison reported for the Public Works Committee. The Public Works Committee report was entered into the record as follows: The COVID-19 Pandemic has been recognized as a public health emergency by the World Health Organization, the President of the United States, the Governor of Virginia and the Wythe County Director of Emergency Management. This was confirmed by the Wytheville Town Council in March 2020, and it resulted in significant changes in the way the Town Council conducted Town business. The State Code of Virginia allows communities to adopt emergency procedures for the continuation of government functions when it is unsafe to assemble a quorum in one location for public bodies including the Town Council, Planning Commission, Board of Zoning Appeals (BZA) and other local and regional boards and commissions. The present pandemic has emphasized the need for the Town Council to have emergency provisions in place which would allow these entities to conduct business during this emergency or disaster through electronic means without a quorum physically present at one location. There are specific requirements that must be followed if an emergency electronic meeting is to be implemented including notice to the media, solicitation and access through electronic means or in person at the meeting, the recording of the meeting through electronic means or otherwise. An emergency meeting arrangement can only be implemented and remain in force for six months. Upon rescission by the Town Council or automatic expiration, the emergency ordinance will terminate. Later in the meeting, the Council will consider such an ordinance, and it is the recommendation of the Public Works Committee that the continuity of government ordinance be adopted on first and final reading.

The Wytheville Meeting Center has served our community well over the almost 14 years of its existence. While the pandemic has strictly limited the ability for this facility to function as a meeting venue, its location, parking, large size and numerous amenities have made it the ideal place for the Health Department to provide COVID-19 immunizations. The immunizations started on December 21, 2020, and they will generally continue daily until January 9, 2021. Afterwards, immunizations will continue only on Thursdays from January 14 through February 25, 2021. We are pleased that our Meeting Center can accommodate these initial actions to

help end the COVID-19 Pandemic. A copy of the Public Works Committee report is attached and made part of these minutes.

**RE: NEW BUSINESS**

Under New Business, Town Manager Moore reported the following:

1. The Wytheville Planning Commission will meet on Thursday, January 14, 2021, at 6:00 p.m., in the Council Chambers of the Municipal Building.
2. Due to the Martin Luther King, Jr. Day holiday on Monday, January 18, 2021, the Town Municipal Offices will be closed and all services curtailed.
3. The next Council Work Session will be held on Wednesday, January 20, 2021, at 7:00 a.m., in the Council Chambers of the Municipal Building.
4. The New River Regional Water Authority will meet on Thursday, January 21, 2021, at 10:00 a.m., in the Council Chambers of the Municipal Building.
5. The Members of the Community has requested to place a video on the Town's website commemorating Martin Luther King, Jr. Day. Town Manager Moore inquired of the Council if they agreed by consensus that once the video was viewed and approved by the Mayor and Town Management, if it would be acceptable to place the video on the Town's website. It was the consensus of the Council to approve the request of Members of the Community to place a video on the Town's website commemorating Martin Luther King, Jr. Day, once it is viewed and approved by the Mayor and Town Management.

**RE: APPOINTMENTS – JOINT INDUSTRIAL DEVELOPMENT AUTHORITY OF WYTHE COUNTY**

Mayor Taylor advised that the next agenda item is the appointment of a member to the Joint Industrial Development Authority of Wythe County to fill the expired term of Dr. Charlie White (term expired November 10, 2020). She noted that Dr. White is eligible for reappointment, however, he did not wish to be reappointed. A motion was made by Vice-Mayor Pattison and seconded by Councilman Bloomfield to appoint Mr. Jeffrey Lucas to the Joint Industrial Development Authority of Wythe County for a four year term, which expires November 10, 2024. Mayor Taylor inquired if there was any discussion on the motion to appoint Mr. Lucas to the Joint Industrial Development Authority of Wythe County. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Cathy D. Pattison, Mark J. Bloomfield, Gary L. Gillman. Against: None.

**RE: ORDINANCE NO. 1392**

Mayor Taylor presented Ordinance No. 1392, an emergency ordinance to effectuate temporary changes in certain deadlines and to modify public meeting and public hearing practices and procedures to address continuity of operations associated with pandemic disaster, on first reading. A motion was made by Vice-Mayor Pattison and seconded by Councilman Gillman to adopt Ordinance No. 1392, an emergency ordinance to effectuate temporary changes in certain deadlines and to modify public meeting and public hearing practices and procedures to address continuity of operations associated with pandemic disaster, on first and final reading. Mayor Taylor inquired if there was any discussion on the motion to adopt the ordinance on first and

final reading. There being none, the motion was approved with the following voting in favor and there being no opposition:

FOR: Beth A. Taylor, Cathy D. Pattison, Mark J. Bloomfield, Gary L. Gillman

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1392 was adopted on first and final reading.

**RE: FAIR HOUSING ACT RESOLUTION**

Mayor Taylor advised the next agenda item is a resolution regarding the Federal Fair Housing Act. A motion was made by the Budget and Finance Committee, which does not require a second, to adopt the annual resolution regarding the Federal Fair Housing Act. Mayor Taylor inquired if there was any discussion on the motion to adopt the Federal Fair Housing Act resolution. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Cathy D. Pattison, Mark J. Bloomfield, Gary L. Gillman. Against: None.

**RE: ADJOURNMENT**

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:12 p.m.).

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Beth A. Taylor, Mayor

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Sharon G. Corvin, CMC, Town Clerk

## **BUDGET AND FINANCE COMMITTEE REPORT**

**JANUARY 11, 2021**

1. The Town of Wytheville has received, and continues to apply for, significant amounts of State and Federal funding for projects in town. To be eligible for this funding, the Town must provide assurance to the State and Federal government that it will comply with the laws and standards set for the receipt of these funds. One such assurance is that the Town will support the provisions of the Fair Housing Act, which calls upon citizens, banking, housing and related industries and agencies to work together to provide equal housing opportunities for all. Later in the meeting, a resolution will be considered by the Council endorsing the Fair Housing Act, and it would be the recommendation of the Budget and Finance Committee that the resolution be adopted.
2. The Town received slightly more than \$1.4 million in funding from Wythe County from the CARES (Coronavirus Aid, Relief, and Economic Security) Act. This funding was made available to the State from the Federal government and was distributed by the State to the County, and then to the Town. The funding was to help prevent, prepare for and respond to the coronavirus for the year 2020. The Town worked to establish eligible expenditures for this funding and to complete the required work within this timeframe. This funding provided for personal protective equipment (PPE) for Town employees, the hardware and software equipment to allow employees to work from home when necessary, Hazard Duty Pay for first responders, improvements to facilities and systems to prevent the

spread of the coronavirus, the provision of an additional ambulance for the Fire/EMS department, disinfection systems for affected vehicles and spaces, etc. The original deadline for the expenditure for all these funds was December 30, 2020. On December 20, 2020, Congress enacted legislation that extended the deadline for the spending of these funds. Because Town staff and the Town's contractors worked carefully to complete projects and purchases by the deadline, most of the CARES Act funds have been expended, the work has been completed and invoices have been received. The time extension will provide additional time to address purchases that could not be made or work that could not be completed by the deadline due to supply shortages and other factors. Town staff anticipates that by the end of January, all purchases and work should be complete. We would commend all Town staff who worked tirelessly and diligently to make sure that the maximum coronavirus protection was derived from the funding provided.

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Mark J. Bloomfield

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Holly E. Atkins

## **PUBLIC WORKS COMMITTEE REPORT**

**JANUARY 11, 2021**

1. The COVID-19 Pandemic has been recognized as a public health emergency by the World Health Organization, the President of the United States, the Governor of Virginia and the Wythe County Director of Emergency Management. This was confirmed by the Wytheville Town Council in March 2020, and it resulted in significant changes in the way the Town Council conducted Town business. The State Code of Virginia allows communities to adopt emergency procedures for the continuation of government functions when it is unsafe to assemble a quorum in one location for public bodies including the Town Council, Planning Commission, Board of Zoning Appeals (BZA) and other local and regional boards and commissions. The present pandemic has emphasized the need for the Town Council to have emergency provisions in place which would allow these entities to conduct business during this emergency or disaster through electronic means without a quorum physically present at one location.

There are specific requirements that must be followed if an emergency electronic meeting is to be implemented including notice to the media, solicitation and access through electronic means or in person at the meeting, the recording of the meeting through electronic means or otherwise. An emergency meeting arrangement can only be implemented and remain in force for six months. Upon rescission by the Town Council or automatic expiration, the emergency ordinance will terminate. Later in the meeting, the Council will consider such an ordinance, and it is the

recommendation of the Public Works Committee that the continuity of government ordinance be adopted on first and final reading.

2. The Wytheville Meeting Center has served our community well over the almost 14 years of its existence. While the pandemic has strictly limited the ability for this facility to function as a meeting venue, its location, parking, large size and numerous amenities have made it the ideal place for the Health Department to provide COVID-19 immunizations. The immunizations started on December 21, 2020, and they will generally continue daily until January 9, 2021. Afterwards, immunizations will continue only on Thursdays from January 14 through February 25, 2021. We are pleased that our Meeting Center can accommodate these initial actions to help end the COVID-19 Pandemic.

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Cathy D. Pattison

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Gary L. Gillman