

**MINUTES OF THE REGULAR MEETING OF THE RURAL RETREAT TOWN
COUNCIL HELD IN THE COUNCIL CHAMBERS ON
TUESDAY, OCTOBER 22, 2013, 7:00 P.M.**

Council Members Present: Mayor Timothy Litz; Ed Schaack; Dale Yontz; Peggy Hash; James P. “Sean” Viars

Council Members Absent: Vice-Mayor A. Keith Crigger; Jerrell Hall

Administration Present: Michael James, Town Manager; Lori Guynn, Clerk/Treasurer; Scott Mitchell, Police Chief

Administration Absent: None

Others Present: Will Holmes & Aubury Knox – Smith/Packett Med-Com, LLC; Sandy Vernon - Friends of the Rural Retreat Public Library; Sara Paulk – Wythe-Grayson Regional Library

DETERMINATION OF A QUORUM

Mayor Litz called the meeting to order and determined a quorum was present.

INVOCATION

The invocation was given by Rev. Ed Schaack.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Timothy Litz.

APPROVAL OF MINUTES

A motion was made by Councilmember Yontz, seconded by Councilmember Hash to approve the minutes of the October 8, 2013 regular meeting. There being no discussion, the motion passed by a vote of four (4) for: Hash, Schaack, Viars, Yontz; zero (0) against; two (2) absent: Crigger, Hall.

CITIZEN’S TIME

Sara Paulk, Regional Director for the Wythe-Grayson Regional Library addressed the Council on behalf of the Rural Retreat Public Library and thanked them for their annual support. She provided an annual report for the Wythe-Grayson Regional Library and gave an update on the programs being offered by the libraries including the availability 50 downloadable magazines. Mayor Litz asked Ms. Paulk how popular the e-book services are. Ms. Paulk explained all services related to mobile devices are skyrocketing and added with a library card materials may be downloaded from anywhere. She expressed her appreciation to the town for providing snow

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removal services during the winter. Ms. Paulk introduced Sandy Vernon a member of the Friends of the Rural Retreat Public Library. Mrs. Vernon stated she also wanted to thank the town for their continued support. Mayor Litz thanked the ladies for their comments.

Town Manager James introduced Bill Holmes and Aubrey Knox with Smith/Packett in Roanoke and stated they were present to give a presentation on a potential healthcare facility to be located in town. Aubrey Knox addressed the Council and distributed information packets. She explained the company's history and stated they are one of the largest senior housing facilities nationwide and specialize in senior housing including independent living, assisted living, memory care and skilled nursing. Ms. Knox outlined current facilities they operate or recently acquired. She noted they are interested in building a skilled nursing facility in Rural Retreat with a total cost of approximately 12.4 million that would include a physical therapy area similar to the facility recently built in Abingdon. The local tax revenue is estimated at \$130,000 she added. Ms. Knox stated, based on identified needs, there is a need in the area for a skilled nursing facility. She added 100-120 full-time positions would be created including six administrative positions, 8 therapists, 24 nurses, 45 certified nursing assistants and 25 various other positions.

Currently Smith/Packett is working with the Commonwealth of Virginia to receive approval for this facility, Ms. Knox stated. She further explained an application has been made and a public hearing will be held in November. If approved construction would begin in March 2014, she added. Ms. Knox further stated they are seeking community support and have received letters from the Chamber of Commerce and the United Way and would like to ask the Council to adopt a resolution showing their support. She asked the Councilmember's if they had any questions.

Mayor Litz asked Ms. Knox if a location had been selected in town. Ms. Knox stated they currently have a site under contract. Town Manager James stated the 10 acre parcel behind Pizza Plus and the Bank of Rural Retreat is being considered.

Councilmember Yontz made a motion to adopt the resolution in support of the issuance of a certificate of need for Smith/Packett to locate a facility in Rural Retreat. The motion was seconded by Councilmember Viars.

Mayor Litz asked why Rural Retreat was chosen for this type of facility. Ms. Knox explained a need has been identified in the area and land was located. Will Holmes explained they have a 120-bed facility in Bristol but it has been determined there are more beds than need in that area. This area, he added, has more need than beds as determined by the state so it is a logical choice. Mayor Litz stated this is a quiet town and he would like to have the employment opportunities come to the area. He added Rural Retreat is more of a bedroom town than an industrial area. Discussion ensued on providing utility services to the property.

Town Manager James explained he will be working with Smith/Packett on the zoning of the property because part of it is zoned Commercial Neighborhood and the other portion is Commercial General. He added the zoning will be addressed once a final decision is made.

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There being no additional discussion the motion passed by a vote of four (4) for: Hash, Schaack, Viars, Yontz; zero (0) against; two (2) absent: Crigger, Hall.

CORRESPONDENCE

“MR. STRONG” FAMILY 5K REQUEST – Mayor Litz read a request from Susan Spraker on behalf of “Team Thomas” requesting the Council sanction the “Mr. Strong” Family 5K Run/Walk on December 7. Councilmember Yontz made a motion to sanction the event and added it is a great event that raises a lot of money for St. Jude’s Children’s Hospital. The motion was seconded by Councilmember Schaack and passed by a vote of four (4) for: Hash, Schaack, Viars, Yontz; zero (0) against; two (2) absent: Crigger, Hall.

SHENTEL – Town Manager James explained he had received a letter from Shentel today and they will begin transitioning customers on November 22 from Porter Sage’s system.

POTHLES – Councilmember Yontz reported he has been receiving a lot of complaints about potholes around town. Town Manager James stated he had spoken to Dennis Umberger with VDOT and the holes will be repaired by either them or the town.

POLICE REPORT

Chief Mitchell stated to date he has issued a summons for shoplifting at the Dollar General, he is working on dog complaints on Sherwood Avenue and has spoken to the owner. He has received littering complaints on Parsonage Avenue which he is monitoring. Chief Mitchell added the Pepper 5K Run will be held on Sunday and Halloween is next week.

UNFINISHED BUSINESS

TOWN NEWSLETTER – The newsletter is ongoing.

NEW BUSINESS

RURAL RETREAT VOLUNTEER EMERGENCY SERVICES UPDATE – Councilmember Hash reported the Board of Directors and Jay Hawkins have decided to drop their billing agency and change to a new agency. She stated this company charges a 5% fee instead of 8% they were paying before. Councilmember Hash further stated the new agency provides weekly, monthly, and quarterly reports so they are now able to stay better informed. She added they discovered they were losing a lot of money.

MAP-21 SIDEWALK PROJECT RESOLUTION – Mayor Litz read a resolution for the town’s participation in the Virginia Department of Transportation’s Transportation Alternatives Program being referred to as Map-21. By adopting the resolution the town agrees to pay a minimum 20% of the total cost for the planning and design, right-of-way and construction for phase IX of the Rural Retreat Community Sidewalk Improvement project.

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Councilmember Viars inquired on the location of phase IX of the project. Town Manager James stated ideas are being discussed and it will depend on how much funding is received. He added this will probably be the final phase of this project due to having a short list of locations.

Councilmember Schaack made a motion to adopt the resolution as presented. The motion was seconded by Councilmember Yontz and passed by a vote of four (4) for: Hash, Schaack, Viars, Yontz; zero (0) against; two (2) absent: Crigger, Hall.

AUTHORIZATION TO EXECUTE DOCUMENTS FOR SIDEWALK PROJECT – PHASE 8 – Town Manager James requested authorization to execute documents on behalf of the town with Anderson & Associates to begin design work on phase 8. This funding was received last year. Councilmember Schaack made a motion to authorize Town Manager James to sign the necessary documents with Anderson & Associates to begin work on phase 8 of the Sidewalk Improvement Project. The motion was seconded by Councilmember Hash and passed by a vote of four (4) for: Hash, Schaack, Viars, Yontz; zero (0) against; two (2) absent: Crigger, Hall.

COMMITTEE REPORTS

HERITAGE DAYS – Chairman Yontz reported contracts for the acts are being reviewed. Mayor Litz is to review the documents.

FINANCE & APPROPRIATIONS – Treasurer Guynn reported a draft copy of the audit had been received but she has not reviewed it. She stated upon reviewing it and finalizing other documents the final audit will be issued.

PERSONNEL, ORDINANCES AND LEGAL MATTERS – TOWN CHARTER – Councilmember Schaack reported revised copies of the draft charter and noise ordinance have been distributed. He asked for comments and concerns on both documents in order to have a final draft for the public hearing. Town Manager James explained the noise ordinance has the changes that had been discussed. Councilmember Schaack stated Attorney Sobey has reviewed the draft charter and it looked good to him. Town Manager James added Mark Flynn with the Virginia Municipal League made some suggestions for the draft and those have been incorporated.

TOWN MANAGER'S REPORT

The following items were discussed and/or acted upon:

TOWN MANAGER'S REPORT

The following items were discussed and/or acted upon:

RURAL RETREAT SIDEWALK IMPROVEMENT PROJECT PHASE 7 – The contractor is beginning work on the north side of East Buck Avenue. The replacement of an existing ¾" water line and 4" sewer line, that was part of a change order, is being completed this week. We

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are working with the residents affected by this replacement to install a pressure reducing valve on their service lines due to the change in line capacity. We are staying on schedule and hope to have the project completed by the end of November.

UV DISINFECTION – WWTP – The wage rate issues with Teaters Trucking, Inc. have been resolved and the town should receive our requested disbursement from VRA soon. Staff has become well-adjusted to the new equipment and is prepared for the new required level of testing. We expect to receive our new testing regulations within the month.

SOUTH FORK REED CREEK SEWER REHAB PROJECT – We have received preliminary plans from Anderson & Associates. Staff is reviewing the design layout and materials. This project will involve Norfolk Southern and Klöckner Pentaplast.

VLDP PROGRAM – VRS has decided to extend the deadline for localities to decide on VLDP coverage. They have also reduced the cost of their program to be more competitive with the private sector options through VaCo and VML. We are reviewing their proposal now and will have a final recommendation to Council at our November 12th regular meeting.

DOWNTOWN REVITALIZATION – We are still collecting proposals from firms to perform the economic restructuring portion of our downtown project. We will review those proposals next month. We will not be able to apply for funding before the 2014 application deadline but will apply in 2015.

TRASH TRUCK REPAIRS – The trash truck will be picked up next week and has been repaired enough that we can use it until December when it can be fully repaired.

TREASURER'S REPORT

2013 TAX BILLS – Treasurer Guynn reported the 2013 tax information has been received. The printing of the tax bills has been outsourced to SouthData, Inc. and bills should be mailed next week. She noted the bills will have an entirely different look and she hopes the residents will be receptive of the changes.

The bills for October 22, 2013 were read and approved.

TALK OF THE TOWN

Councilmember Yontz is to attend the *Talk of the Town* radio program at the WYVE/WXBX radio station on Wednesday morning.

ADJOURNMENT

There being no additional business to discuss, the meeting was adjourned upon a motion by

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Councilmember Schaack. The motion was duly seconded and approved.

Mayor

Clerk